

Marshall University

Marshall Digital Scholar

Marshall University Student Handbook

University Archives

8-1988

The Student Handbook of Marshall University, 1988-1989

Marshall University

Follow this and additional works at: <https://mds.marshall.edu/studenthandbook>



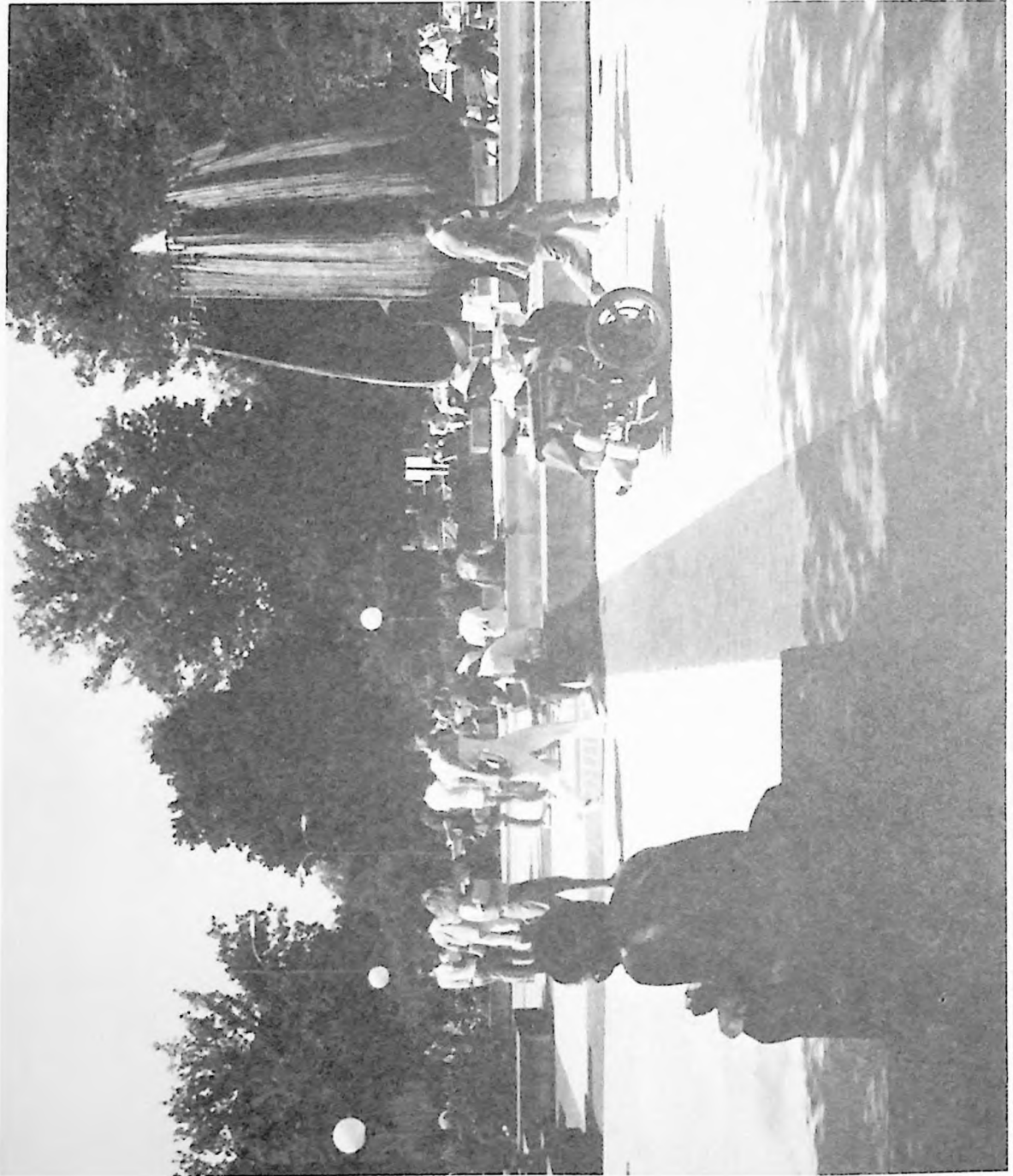
Part of the [Higher Education Commons](#)

MARSHALL UNIVERSITY

ARCHIVES
SEP
1-28
1988-89



STUDENT HANDBOOK 1988-89



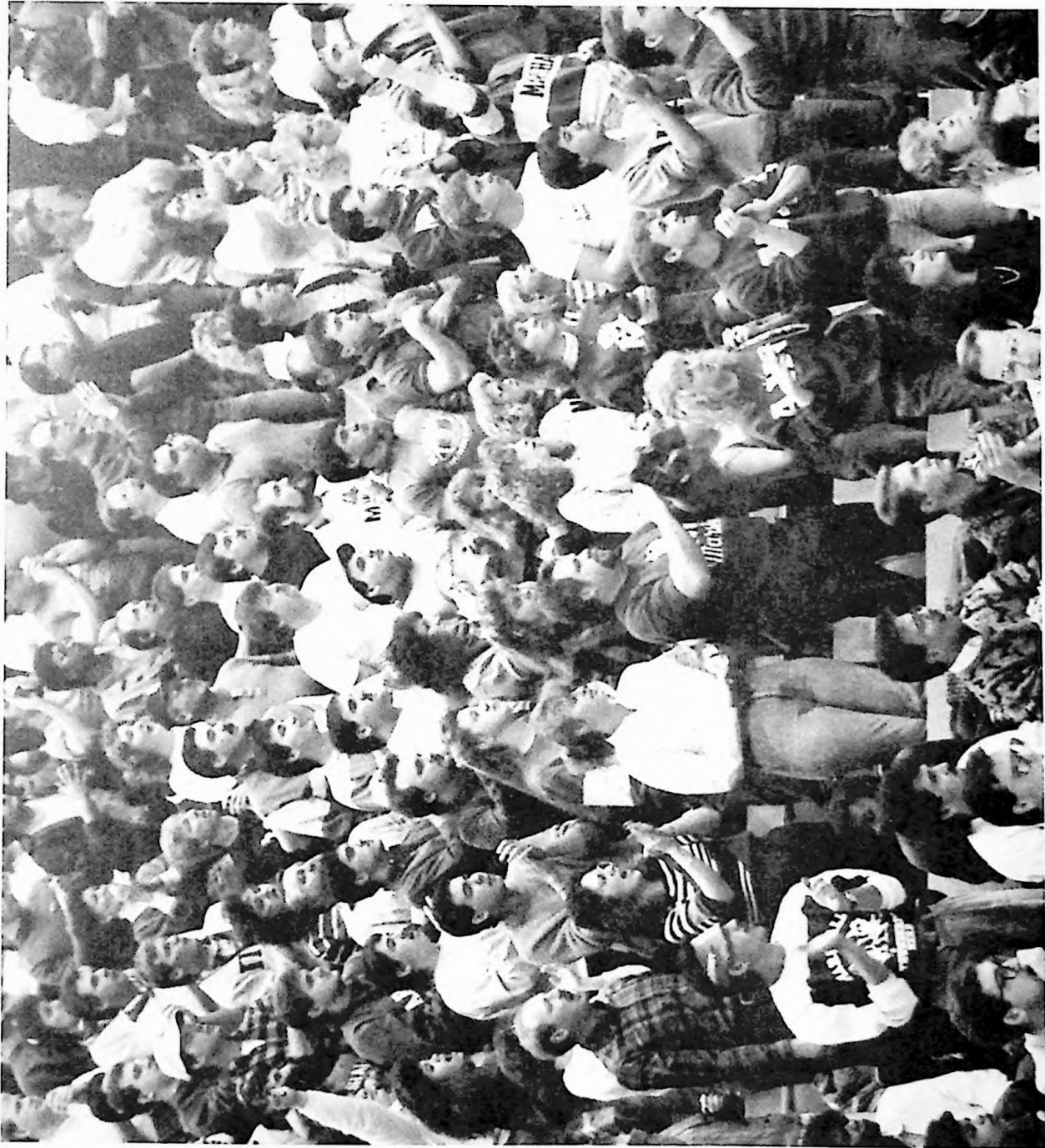
POLICY STATEMENT

It is the policy of Marshall University to provide equal opportunities to all prospective and current members of the student body, faculty, and staff on the basis of individual qualifications and merit without regard to race, color, sex, religion, age, handicap, national origin, or sexual orientation.

This nondiscrimination policy also applies to all programs and activities covered under Title IX, which prohibits sex discrimination in higher education. Marshall University strives to provide educational opportunities for minorities and women in the graduate student body which reflect the interest, individual merit and availability of such individuals. The university ensures equality of opportunity and treatment in all areas related to student admissions, instructions, employment, placement accommodations, financial assistance programs and other services.

Marshall University also neither affiliates with nor grants recognition to any individual, group, or organization having policies that discriminate on the basis of race, sex, religion, age, sexual orientation, handicap, or national origin. Information on the implementation of the policy and/or the Title IX Amendment should be addressed to:

Affirmative Action Officer
Old Main
Marshall University
Huntington, West Virginia 25755
(304) 696-6522



WELCOME TO MARSHALL UNIVERSITY

The 1988-89 Student Handbook and Calendar provides you with a handy, year-long reference to important university dates, campus services, programs and policies. Please familiarize yourself with the information contained within this edition.

The Marshall University Student Handbook and Calendar is published by the Division of Student Affairs. All statements in this publication are announcements of present policy only; they are not to be regarded as offers to contract.

Programs are subject to change depending upon staffing and budgeting. Policies and regulations stated herein are subject to revision subsequent to date of publication.

CREDITS

EDITOR DONNA PRESTON

PHOTOGRAPHS..... UNIVERSITY PHOTOGRAPHER
RICK HAYE

STUDENTS
BOB CHRISTOPHER
MARIA CURIA
MARK CZEWSKI
CHRIS HANCOCK
RONDA SEMRAU

WHERE TO GO FOR INFORMATION OR HELP...



BOOKSTORE
Memorial Student Center, (696)-3622.

BUILDING AND GROUNDS
Superintendent of Buildings and Grounds, Maintenance Building, Twentieth Street and Virginia Avenue, (696)-6680.

CALENDAR OF EVENTS
Office of Student Activities and Organizations, MSC 2W40, (696)-6770. Conference and Facilities Manager, MSC (696)-6472; University Relations OM 102 (696)-6453.

CAREER COUNSELING
See Counseling, Career.

COMMUNITY COLLEGE
Dean, (696)-3646.

COMMUTER AFFAIRS
Student Government Association - Office of Off-Campus Housing and Commuter Affairs, MSC 2W29, (696)-6435.

COMPUTER CENTER
Pritchard Hall, Second Floor, (696)-3140.

COPY MACHINES
James Morrow Library Building, (696)-2320; Bookstore in Memorial Student Center, (696)-3622; Memorial Student Center Lobby, (696)-2365; Stationers, 1945 Fifth Avenue, 525-7676.

COUNSELING
Academic: Faculty advisor in your college. Undecided majors consult Central Advising, Old Main 3B, Counseling Services, Pritchard Hall, First Floor, (696)-3111, or Counseling Services, Community College Room 115, (696)-3646.

Career: Counseling Services, Pritchard Hall, First Floor, (696)-3111; Career Planning and Placement, Pritchard Hall Lobby, (696)-2370.

Health: Student Health Coordinator, 104 Pritchard Hall, (696)-2324 or (696)-3111.

International Students: International Student Advisor, 119 Pritchard Hall, (696)-2379.

Personal: Counseling Services, Pritchard Hall, First Floor, (696)-3111.

Religious: Campus Christian Center, (696)-2444.

COURSE CHANGES
Dean of your college or school.

DUPLICATING
See COPY MACHINES.

ESCORT SERVICE
University Department of Public Safety, Public Safety Building, Fifth Avenue across from Twin Towers, (696)-4357.

FINANCIAL AID ASSISTANCE
Office of Student Financial Aid, Old Main 122, (696)-3162.

FOREIGN STUDENT COUNSELING
See COUNSELING, International Students.

GREEK AFFAIRS
Coordinator, MSC 2W31, (696)-2284.

GRIEVANCES, FILING OF
Ombudsman, MSC 2W29, (696)-2366.

HANDICAPPED ASSISTANCE
Vocational Rehabilitation, Pritchard Hall 140, (696)-2394, Disabled Student Service, (696)-3111, or Community College, Room 138, (696)-3016.

HEALTH EDUCATION PROGRAM OFFICE
Pritchard Hall 104, (696)-2324.

HEALTH SCIENCE LIBRARY
Community College Basement, (696)-6426.

HEALTH SERVICE
John Marshall Medical Services, Doctors Memorial Building, 1801 Sixth Avenue, (696)-7173.

I.D. CARDS
Registrar, Old Main 1B, (696)-6413.

INSURANCE, HEALTH
Associate Dean of Student Affairs, Pritchard Hall 117, (696)-2324.

INTRAMURALS
Director of Intramurals, 2018 Henderson Center, (696)-6477.

LEGAL ADVICE
Attorney for Student, Memorial Student Center 2W29, (696)-2366.

LIBRARIES
James E. Morrow Library Building, (696)-2320. Health Science Libraries, Basement of Community College Building, (696)-6426. Music Library, 123 Smith Hall, (696)-6647.

LOST AND FOUND
Information desk at Memorial Student Center, (696)-2365; Department of Public Safety Building, Fifth Avenue across from Twin Towers, (696)-4357.

MEAL CARD REPLACEMENT
Student Housing, Old Main 115, (696)-6765.

ACADEMIC COUNSELING
See COUNSELING, Academic

ACTIVITIES
Office of the Coordinator, Student Activities and Organizations, MSC 2W38, (696)-6770.

ADMISSIONS
Office of Admissions, Old Main 125, (696)-3160.

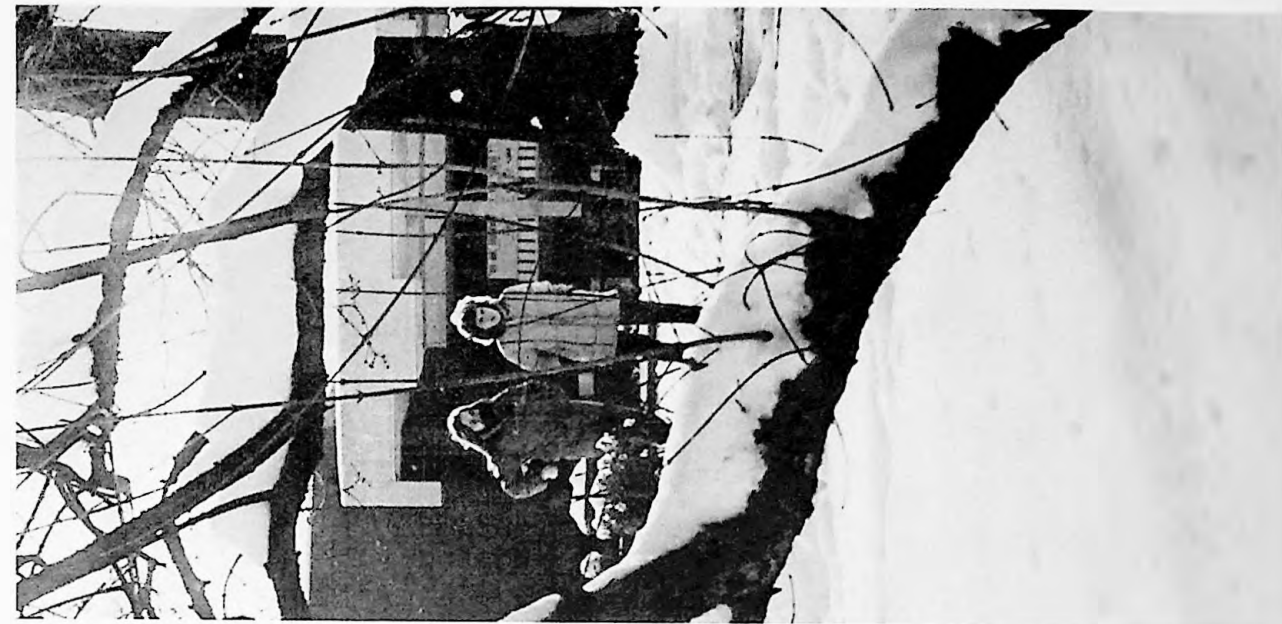
AFFIRMATIVE ACTION
Old Main 208, (696)-6522.

ALUMNI AFFAIRS
Memorial Student Center 2W19, (696)-3134.

AMBULANCE SERVICE
University Department of Public Safety, Public Safety Building, 5th Avenue across from Twin Towers, (696)-4357.

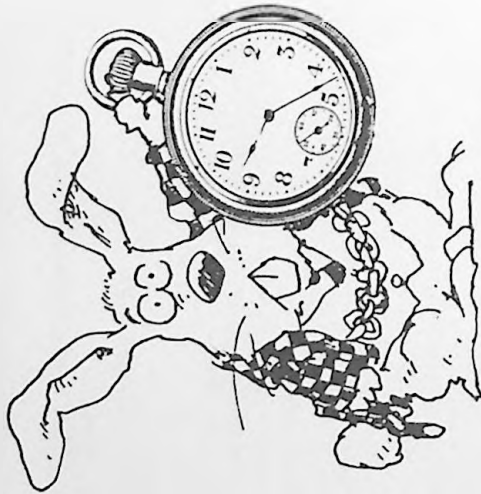
ARTIST SERIES
Memorial Student Center 1W23, (696)-6656.

ATTORNEY FOR STUDENTS
Memorial Student Center 2W29, (696)-2366.



- NEWSPAPER**
The Parthenon, Smith Hall 317, (696)-6696.
- OFF-CAMPUS HOUSING**
Student Government, Memorial Student Center, 2W29 (696)-6435.
- OMBUDSMAN**
Memorial Student Center, 2W29 (696)-2366.
- ORGANIZATIONS WORKROOM**
Memorial Student Center, 2W29, (696)-6435.
- PARKING**
University Department of Public Safety, Public Safety Building, Fifth Avenue across from Twin Towers, (696)-6648.
- PART-TIME EMPLOYMENT**
Office of Student Financial Assistance, Old Main 122, (696)-3162; Job Location and Development, Office of Career Planning and Placement, Prichard Hall Lobby, (696)-2370.
- PAYMENT OF BILLS AND FEES**
Bursar's Office Old Main 101, (696)-6723.
- PERSONAL COUNSELING**
See COUNSELING, Personal
- PLACEMENT SERVICES**
Career Planning and Placement, Prichard Hall Lobby, (696)-2370.
- POST OFFICE**
University Mail Room, Public Safety Building, Fifth Avenue across from Twin Towers, (696)-6644.
- POSTAGE STAMPS**
Memorial Student Center Lobby, Bookstore at Memorial Student Center, University Mail Room, Public Safety Building, Fifth Avenue across from Twin Towers.
- PURCHASING**
Old Main 206, (696)-3157.
- RADIO STATION**
WMUL-FM Communications Building, (696)-6640.
- REFUNDS**
Bursar's Office, Old Main 103, (696)-6723.
- REGISTRATION**
Registrar, Old Main 106, (696)-6410.
- RELIGIOUS SERVICES**
Campus Christian Center, (696)-2444.
- RESIDENCE HALL**
The Resident Advisor on a floor, the Head Resident of a residence hall, Director, Residence Life, TTE First Floor, (696)-3183, or the Assistant Director of University Housing, Old Main 115, (696)-6765.
- RESIDENCE LIFE**
Twin Towers East Lobby, (696)-3183.
- RETURNING STUDENT PROGRAMS**
Prichard Hall, First Floor, (696)-4801.
- R.O.T.C.**
Gullickson Hall, Room 217, (696)-6450.
- SCHOLARSHIPS**
Office of Student Financial Assistance, Old Main 122, (696)-3162.
- SECURITY SERVICES**
Information on reporting violations, escort service, Department of Public Safety, (696)-4357, Fifth Avenue across from Twin Towers.
- SPECIAL SERVICES**
Prichard Hall, First Floor-South, (696)-3164.
- STUDENT ACTIVITIES PROGRAMMING**
Memorial Student Center 2W40, (696)-6770.
- STUDENT GOVERNMENT**
Memorial Student Center 2W29, (696)-6435.
- STUDENT HOUSING OFFICE**
Old Main 115, (696)-6765.
- TELEVISION STATION**
WPBY-TV, Channel 33, Communications Building, (696)-6630.
- TRANSCRIPTS**
Registrar, Old Main 106, (696)-6410.
- UPWARD BOUND**
Prichard Hall 153, (696)-6456.
- VARSITY ATHLETICS**
Director of Athletics, Henderson Center 2028, (696)-5408.
- VETERANS' CLERK**
Registrar, Old Main 106, (696)-6410.
- WITHDRAWAL FROM COURSE**
Dean of your college or school
- WITHDRAWAL FROM THE UNIVERSITY**
Registrar's Office, Old Main 106, (696)-6410.
- WOMEN'S CENTER**
Prichard Hall 143, (696)-3112.
- XEROX**
See COPY MACHINES.

UNIVERSITY HOURS



ADMINISTRATIVE OFFICES

8:00 a.m. to 4:30 p.m. M-F

ARTIST SERIES

8:00 a.m. to 4:30 p.m. M-F
Phone: (696)-6656

Memorial Student Center, 1W23

Tickets and program information may be obtained in the Artist Series Office at the hours stated above or one (1) hour prior to each performance at the theatre entrance

ATHLETIC TICKET OFFICE

8:00 a.m. to 4:30 p.m. M-F
Saturday will vary with season.

Phone: (696)-HERD

Henderson Center

Football Home Games at Fairfield Stadium

Basketball Home Games at Henderson Center

ATTORNEY FOR STUDENTS

Hours posted each semester
Phone: (696)-2366

Memorial Student Center 2W29

BOOKSTORE

Summer

8:00 a.m. to 4:30 p.m. M-F

Academic Year

8:00 a.m. to 6:30 p.m. M

8:00 a.m. to 4:30 p.m. T-F

10:00 a.m. to 2:00 p.m. Sat.

Phone: (696)-3622

Memorial Student Center

BURSAR'S OFFICE

8:00 a.m. to 4:15 p.m. M-F

CAFETERIAS IN RESIDENCE HALLS

Holderby Hall:

7:00 a.m. to 6:30 p.m. M-TH

7:00 a.m. to 1:30 p.m. F

Cafeteria will close for 1/2 hour between meals for clean-up

Towers:

Breakfast 6:45 to 9:00 a.m. M-F

Continental Breakfast 9:00 a.m. to 9:30 a.m. M-F

Lunch 10:45 a.m. to 1:15 p.m. M-F

Dinner 3:45 to 6:30 p.m. M-F

Saturday and Sunday: Brunch 11:00 a.m. to

1:30 p.m. and Dinner 4:00 to 6:15 p.m.

CAREER PLANNING AND PLACEMENT

8:00 a.m. to 4:30 p.m. M-F

Evenings by appointment

Phone: (696)-2370

Prichard Hall Lobby

COUNSELING SERVICES

8:00 a.m. to 4:30 p.m. M-F

Evenings by appointment

Phone: (696)-3111

Prichard Hall First Floor South

DEPARTMENT OF PUBLIC SAFETY

On call 24 hours a day

Phone: (696)-4357

Public Safety Building

1819 5th Avenue

DISABLED STUDENT SERVICES

8:00 a.m. to 4:30 p.m.

Evenings by appointment

Phone: (696)-3111

Prichard Hall First Floor South

EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)

See Libraries

FINANCIAL ASSISTANCE

See Student Financial Assistance

GREEK AFFAIRS

8:00 a.m. to 4:30 p.m. M-F

Phone: (696)-7284

Memorial Student Center Room 2W31

GULLICKSON HALL

See Recreational Sports and Fitness Activities page 32

HEALTH SERVICES

See Student Health Services page 11

HENDERSON CENTER

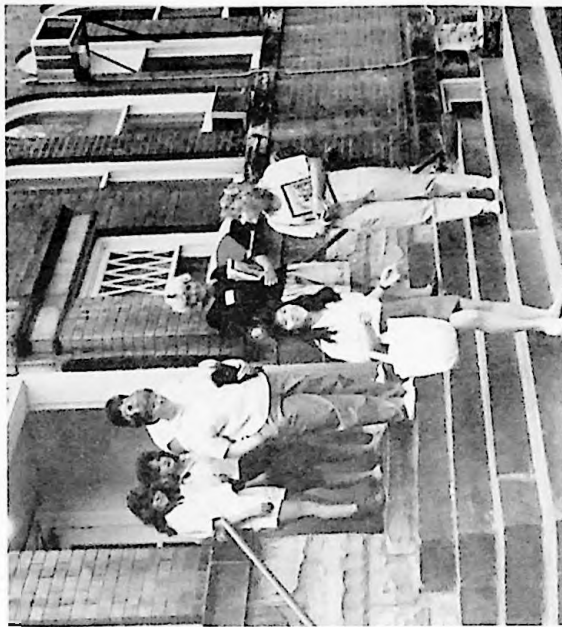
See Intercollegiate Athletics page 30

LEARNING RESOURCES CENTER

See Libraries

LEGAL AID

See Attorney for Students



LIBRARIES

James E. Morrow Library

Academic Year:

7:45 a.m. to 11:00 p.m. M-TH

7:45 a.m. to 5:00 p.m. F

9:00 a.m. to 5:00 p.m. SAT

1:00 p.m. to 10:00 p.m. SUN

Summer Terms:

7:45 a.m. to 10:00 p.m. M-TH

7:45 a.m. to 5:00 p.m. F

9:00 a.m. to 5:00 p.m. SAT

5:00 p.m. to 10:00 p.m. SUN

Phone: (696)-2320

Educational Resources Information Center (ERIC)

8:00 a.m. to 4:30 p.m. M-F

Closed during lunch hour (Noon-1:00)

Phone: (696)-3180

Old Main Room 307

Health Science Libraries

Academic Year:

7:45 a.m. to 11:00 p.m. M-TH

7:45 a.m. to 5:00 p.m. F

1:00 p.m. to 10:00 p.m. SAT

1:00 p.m. to 10:00 p.m. SUN

Summer Terms: Hours same as for James E.

Morrow Library

Phone: (696)-6426

Community College, Basement

Learning Center

Academic Year:

8:30 a.m. to 4:00 p.m. M-F

Evening hours available

Phone: (696)-3016

Community College, Room 138

Learning Resources Center

Academic Year:

7:45 a.m. to 4:30 p.m. MWF

7:45 a.m. to 9:00 p.m. TTH

10:00 a.m. to 2:00 p.m. SAT

Summer Terms: 7:45 a.m. to 4:30 p.m. M-F

Phone: (696)-3119

Jenkins Hall, First Floor

Music Library

8:00 a.m. to 9:00 p.m. M-TH

8:00 a.m. to 4:30 p.m. F

10:00 a.m. to 2:00 p.m. SAT

Closed Sunday

Special Schedules are posted for holiday and

interruption periods.

Phone: (696)-6647

Smith Music Hall, Room 123

MEMORIAL STUDENT CENTER

Academic Year:

7:30 a.m. to Midnight M-TH

7:30 a.m. Friday to 1:00 a.m. Saturday

8:00 a.m. Saturday to 1:00 a.m. Sunday

3:00 p.m. to Midnight Sunday

Summer Terms:

8:00 a.m. to 9:00 p.m. M-F

Breaks:

8:00 a.m. to 4:30 p.m. M-F

Cafeteria: 7:00 a.m. to 3:00 p.m. M-F

Marco's

Academic Year:

3:00 p.m. to 11:45 p.m. M-TH

3:00 p.m. to 12:30 a.m. F

Saturday and Sundays only when entertainment

is scheduled

Phone: (696)-3125 (Student Center)

(696)-6474 (Marco's)

OMBUDSMAN

Hours posted each semester

Phone: (696)-2366

Memorial Student Center, Room 2W29

PROFESSORS' OFFICE HOURS

May vary with each semester. Office hours are usually announced by each professor at the beginning of the semester.

PUBLIC SAFETY

See Department of Public Safety

RESIDENCE LIFE OFFICE

8:00 a.m. to 4:30 p.m. M-F

Evenings by appointment

Phone: (696)-3183 or (696)-2378

Twin Towers East, Lobby

SECURITY

See Department of Public Safety

SPECIAL SERVICES

8:00 a.m. to 4:30 p.m.

Evenings by appointment

Phone: (696)-3164

Prichard Hall, First Floor South

SPEECH AND HEARING CLINIC

8:30 a.m. to 5:00 p.m. M-F

Phone: (696)-3640

Smith Hall, Room 143

STUDENT ACTIVITIES

8:00 a.m. to 4:30 p.m. M-F

Phone: (696)-6770

Memorial Student Center, Room 2W38

STUDENT DEVELOPMENT

8:00 a.m. to 4:30 p.m. M-F

Evenings by appointment

Phone: (696)-2324

Prichard Hall, First Floor South

STUDENT FINANCIAL ASSISTANCE

8:00 a.m. to 4:30 p.m. M-F

Phone: (696)-3162

Old Main Room 122

STUDENT LIFE

8:00 a.m. to 4:30 p.m. M-F

Phone: (696)-6420

Memorial Student Center, Room 2W31

STUDENT LEGAL AID CENTER

See ATTORNEY FOR STUDENTS

See OMBUDSMAN

WMUL RADIO

Academic Year:

6:00 a.m. to 2:00 a.m. M-TH

6:00 a.m. to 3:00 a.m. F-SAT

6:00 a.m. SUN to 3:00 a.m. M

Phone: (696)-6640

Communications Building

WPBY-TV

Business Hours:

8:30 a.m. to 5:00 p.m. M-F

Broadcast Hours:

6:45 a.m. to 11:00 p.m. M-F

8:00 a.m. to approximately Midnight SAT

8:00 a.m. to 11:00 p.m. SUN

Phone: (696)-6630

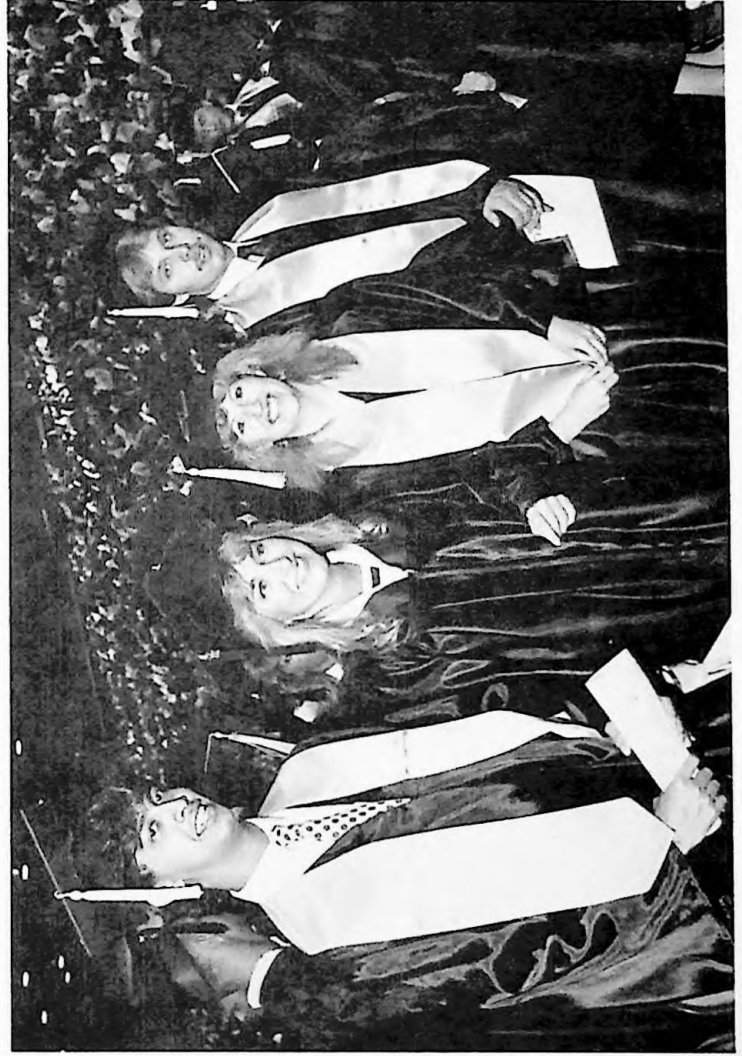
Communications Building



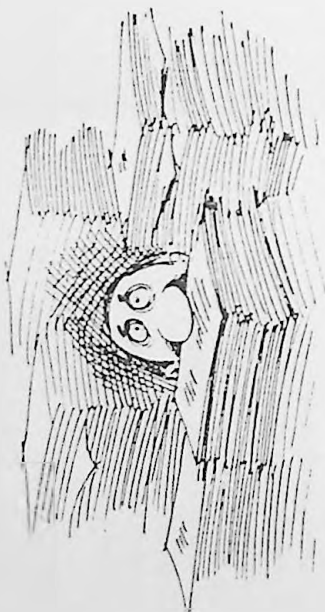
ACADEMIC DEPARTMENTS

Department	Chair/Head	Office Number	Telephone
Accounting	Dr. Richard Griffin	CH224	2310
Admissions to MU Medical School	Cynthia Warren	MEB G09	7312
Anatomy	Patrick Brown, PhD (Interim)	MEB 217A	7382
Animal Resources Facility	Ronald Larson, DVM	MEB B18A	7374
Art	Michael Cornfeld	SH 720	2897
Biochemistry	Frederick J. Lotspeich, PhD	MEB G17A	7322
Biological Sciences	Dr. Thomas Pauley	S 300A	2376
Business Technology	Betty Joan Jarrell, EdD	CC 122	3020
Chemistry	John W. Larson, PhD	N 304	2430
Classical Studies	Charles O. Lloyd, PhD	HH 408	6749
Clinical Laboratory Sciences	Bruce Brown, MS, Director	OM 234	3188
Computer/Electronic Technology	Randall L. Jones, BBA	CH 427	3059
Computer & Information Science	Robert M. Babb, EdD	CH 311	5424
Continuing Education	Robert Lawson, M.A.	CC 109	3011
Continuing Medical Education	Ernest W. Chick, PhD, MD	DMB 417	7020
Counseling and Rehabilitation	John Smith	HH 356	2383
Criminal Justice	Margaret Brown, JD	HH 226	3196
Curricular and Instructional Support	Carolyn Karr, PhD	HH 104	2962
Leadership Studies			
Developmental/General Education	Nedra Lowe	CC 129	3017
Economics	Roger Adkins, PhD	CH 256	6492
Educational Administration	Neil Gibbins, PhD	JH 217	6430
Educational Media	Virginia Plumley, PhD	CB 216	2330
Engineering	Tom Olson, P.E.	N 103	6660
English	Robert Gerke, PhD (Acting)	CH 344	6600
Family and Community Health	Robert B. Walker, MD	DMB 452	7038
Finance and Business Law	Ernest W. Cole, MA (Acting)	CH 414	2311
Geography	Howard Adkins, PhD	HH 205	2500
Geology	Richard B. Bonnett, PhD	N 218	6720
Health, Physical Education and Recreation	W. Donald Williams, EdD	GH 108	6490
Health Science Libraries	Edward Dzierzak, Director	CC Basement	6426
History	David R. Woodward, PhD	SH 776	6780
Home Economics	Martha Childers, MA	CH 204	2386
Journalism	Deryl R. Leaming, PhD, Director	SH 324	2360
Management	Chong Kim, PhD	CH 318	2360
Marketing	Richard L. Powers, DBA	CH 217	5423
Mathematics	Charles V. Peele, PhD	SH 763	2313
Medicine	Maurice A. Mufson, MD	DMB 307	6482
Microbiology	Albert G. Moat, PhD	MEB 111A	7107
Military Science	Lt. Col. John Macel, MA	GH 217	7335
Modern Languages	Harold Murphy, PhD	SH 713	6450
Music	Donald Williams, DM	SMH 154	6730
			3117

Nursing	PH 426	6750
Obstetrics and Gynecology	DMB 235	7136
Office Technology	CH 421	3064
Pathology	MEB 128A	7353
Pediatrics	DMB 327	7065
Pharmacology	MEB G26A	7313
Philosophy	HH 417	6749
Physics and Physical Science	S 101	6738
Physiology	MEB 209A	7362
Political Science	SH 712	6636
Psychiatry	DMB 356	7077
Psychology	HH 311	6446
Public Service Technology	CC 127	3023
Radiology	VA Hospital	6741
Religious Studies	HH 409	6749
Social Studies	HH 105	6610
Sociology and Anthropology	SH 769	6700
Specialized Allied Studies	HH 436	6757
Speech	SH 256	6786
Surgery	DMB	7029
Teacher Education	JH 200	2333
Theatre/Dance	OMB 23	6442
Vocational, Tech. & Adult Education	HH 436	2380
Yeager Scholars	M 320	6763
Giovanna Morton (Acting)		
Berel Held, MD		
Elma S. Chapman, MA		
Stebbins B. Chandor, MD		
Colette Gushurst, MD (Acting)		
Gary O. Rankin, PhD		
John N. Veilkind, PhD		
Wesley Shanholzer, PhD		
Gary Wright, PhD		
Simon Perry, PhD		
Johnnie Gallemore, MD		
Elaine Baker, PhD		
Glenn E. Smith, MS		
Charles McKnown, MD		
Charles Ray Mabee, PhD		
Frank Riddel, PhD		
Kenneth Ambrose, PhD		
Levene A. Olson, EdD		
Dorothy Johnson, PhD		
Steven Wolfe, MD (Interim)		
Roscoe Hale		
N. Bennett East, PhD		
Levene Olson, EdD		
William N. Denman, PhD		



ADMINISTRATIVE OFFICES



Office	Administrator	Office Number	Telephone
Academic Affairs, Vice-President	Dr. Carol Ann Smith	OM 110	6690
Academic Affairs, Medical School	Dr. Johnnie Gallemore	DMB 452	7077
Admissions	Dr. James Harless	OM 125	3160
Affirmative Action	Queen Foreman	OM 207	6522
Alumni Affairs	Linda Holmes	MSC 2W19	3134
Athletic Office	Wm. Lee Moon, Sr.	HC 2028	5408
Attorney for Students	Mike Woelfel	MSC 2W29	2366
Auxiliary Services	Ray Welty	MSC 2W6	6472
Auxiliary Services for Conferences	Linda Bowen	MSC 1W31	3125
Bookstore	Joseph L. Vance	MSC 1W44	3622
Bursar	Richard Vass	OM 101	6620
Business, College of	Dr. Robert Alexander	CH 113	2314
Career Planning and Placement	Reginald Spencer	PH Lobby	2370
Center for International Studies	Dr. Clair Matz	OM 3201	2465
Community College	Dr. David Wilkin	CC 106	3646
Community College, Continuing Education	Robert Lawson	CC 122	3011
Computer Center	Arnold R. Miller	PH 24	2677
Comptroller	Ted Massey	OM 203	6488
Counseling Center	Steve Hensley	PH 155	3111
Disabled Student Services	Sharon Lake	PH 136	3111
Education, College of	Dr. Carol Vickers, Interim Dean	JH 210	2860
Educational Media	Dr. Virginia Plumley	CB 216	2330
Employee Benefits	Katharine Coffey	OM 207	2595
Financial Affairs Administration	Harry "Buster" Neel	OM 209	6428
Fine Arts, College of	Dr. Paul Balshaw	OM 112	6433
Graduate School	Dr. Leonard Deutsch, Dean	OM 113	6606
Grants Applications, Processing	Dr. Robert Barnett	OM 323	3094
Greek Affairs	Kevin P. Shannon	MSC 2W31	2284
H.E.L.P.	Dr. Barbara Guyer	JH 110	2851
Human Resources/Personnel	Paul Michaud	OM 207	2597

Institute for the Arts	Roberta Walters	OM 112	3107
Institutional Advancement	Dr. Keith Scott	OM 109	6440
Institutional Research	Dr. Stuart Thomas, Jr.	OM 320	3648
International Students	Monica Wang	PH 119	2379
Journalism, School of	Dr. Deryl R. Leaming	SH 324	2360
Judicial Affairs, Coordinator	Linda Templeton	TTE Lobby	2495
Liberal Arts, College of	Dr. Alan Gould	SH 165	2350
Library	Dr. Kenneth Slack	Library	2320
Marshall Artist Series		MSC 1W23	5436
Medicine, School of	Dr. Lester Bryant	DMB 506	7000
Memorial Student Center	Ray Welty	MSC 2W6	6472
Minority Students Program	Maurice "Tony" Davis	MSC 1W25	6705
Nursing, School of	Giovanna Morton, Acting Dean	PH 426	6750
Orientation	Dr. Don Robertson	MSC 2W31	2354
Ombudsman	Donna Preston	MSC 2W29	2366
Parking		PSB	6648
Payroll	Larry Barnhill	OM 205	6457
Plant Operations	Harry Long	Maint. Bldg.	2990
President of the University	Dr. Dale Nitzschke	OM 108	2300
Public Safety	Donald A. Salyers	PSB	4357
Publications	John McKinney	OM B8	6481
Purchasing	William Shondel	OM 206	2599
Reading Center	Robert J. Evans	JH 110	3101
Recreational Sports & Fitness Activities	Tom Lovins	HC 2018	6477
Regents B.A. Degree	Dr. Alan Gould, Acting	OM 121	6400
Registrar	Robert Eddins	OM 106	6410
Research Coordinating Unit	Dr. Roy Thomas	OM 307	3180
Residence Life	Joe Marshman	TTE Lobby	3183
Returning Student Programs	Linda Stockwell	PH 148	4801
Science, College of	Dr. E.S. Hanrahan	OM 119	2372
Special Services	Joe Dragovich	PH 155	3164
Sports Information	Mac Yates	HC 2036	5275
Student Activities	Jan Mahon	MSC 2W38	6770
Student Affairs	Dr. Neil Bailey	OM 116	6422
Student Affairs, Medical School	Dr. Patrick Brown	MEB	7302
Student Athlete Program	Stan Maynard	HC 3006	6626
Student Development	Kenneth E. Blue	PH 117	2324
Student Financial Assistance	Edgar Miller	OM 122	3162
Student Government	Melissa White (President)	MSC 2W29	6435
Student Health Programs	Carla Lapelle	PH 134	4800
Student Health Services	Robert B. Walker, MD	DMB 452	7173
Student Housing	Mona Orndorff	OM 115	6765
Student Job Coordinator	Sue Edmonds Wright	PH Lobby	6794
Student Life	Mary Ann Thomas	MSC 2W31	6420
Training & Development	Nicole Norian	OM 207	2594
Tutoring Services	Sharon Lake	PH 136	3111
University Honors Program	Dr. Joan Gilliland	OM 226 & 227	5421
University Relations	C.T. Mitchell	OM 102	6397
Upward Bound	Jacqueline Hershman	PH 153	6456
Vocational Rehabilitation	Jerry Meadows	PH 140	2394
Women's Center		PH 143	3112
Yeager Scholars Program	Dr. William Denman	OM 320	6763

UNIVERSITY SERVICES



BOOKSTORE

Marshall University owns and operates the bi-level University Store located adjacent to the main floor lobby and lower level of the Memorial Student Center. The spacious panelled modern bookstore specializes in servicing the students, faculty, and staff of the university with its wide variety of merchandise.

Over 5000 academic and best-selling selections are stocked in the main floor paperback and magazine departments and more than 2000 current textbook titles can be found in the lower level of the store. Other major departments include art, drafting, school supplies, greeting cards, jewelry, cosmetics, calculators, gifts, clothing, and Marshall souvenirs.

The bookstore also provides textbooks and supplies for the students of M.U. School of Nursing, St. Mary's School of Nursing, and Marshall School of Medicine.

In addition, it offers a variety of special services which include: Special orders for books and merchandise which are not stocked, used book repurchase at the end of each semester or term, photofinishing, Marshall class rings, gift wrapping, coin copier, and customer imprinted shirts for groups.

New textbooks are sold at the publishers' suggested list prices. Used textbooks are sold at 70% of the publishers' suggested list prices. The bookstore repurchases textbooks at the end of each semester. Books in good condition that will be used again the next semester will be purchased for 50% of the original selling price. If a textbook has been discontinued, the bookstore will buy it at the national wholesale value.

The bookstore is open from 8:00 a.m. until 4:30 p.m. Monday through Friday, evening hours 4:30 until 6:30 p.m. Monday through Thursday the first two weeks of each semester. Thereafter 4:30 p.m. until 6:30 p.m. each Monday evening, and Saturday 10:00 a.m. until 2:00 p.m. During the summer, Monday through Friday 8:00 a.m. until 4:30 p.m. Closed on university holidays.

HEALTH INSURANCE

Student Government endorses a student accident and sickness group insurance plan providing coverage for hospital and medical expenses. The plan provides annual coverage on-campus and away from the University. For additional information contact the Associate Dean of Student Affairs, Prichard Hall, phone 696-2324.

HEALTH SCIENCE LIBRARIES

The Health Science Libraries are located in the basement of the Community College building. Their extensive specialized collection includes books, periodicals and indices useful to science majors and medical and nursing students. Hours are listed on page 5.

LIBRARY

If you have not yet seen the James E. Morrow Library, you are in for a treat. This beautiful building has 700 study stations, comfortable carpeted reading areas, adequate lights, all in air-conditioned summer comfort and electric-heated winter warmth. Reading areas are on the first and second floors. The third floor houses the West Virginia Collection Archives, the Hoffman Library and Rare Books. The Library has 380,197 volumes and receives 2,792 periodical subscriptions, as well as 581,654 government publications organized by the Superintendent of Documents Classification.

In September 1966, the Library shifted from the Dewey Classification System to Library of Congress. At this point, the reclassification has been completed.

The Microfilm Collection is extensive with 29,101 reels of microfilm and 146,197 microforms, and when added together, equal 61,664 bibliographical volume equivalents.

We have recently provided on-line access to our resources by means of computer terminals which enable author, title, subject, and keyword researching. Our computer application also includes control of circulation.

Other divisions of the James E. Morrow Library are the Music Library and the Health Science Libraries. Hours are listed on page 5.

MUSIC LIBRARY

The Music Library is a division of the James E. Morrow Library, and is located in Room 123 of Smith Music Hall. It contains recordings, tapes, scores, music education materials, and some reference books, and is open to all students, faculty and staff of Marshall University. Hours listed on page 5.

DEPARTMENT OF PUBLIC SAFETY

Located in the Public Safety building at 1819 Fifth Avenue across from Twin Towers, the Public Safety Department (University Police) is a supporting service to the academic process of Marshall University. It has as its general mission a mandate to provide an environment free from the threat of physical harm, property loss or damage, and disruptive activity within the constraints of federal, state and local laws and ordinances. As the protective and law enforcement agency most directly responsible to the University community, the department provides all services on an around-the-clock basis, which includes a 24-hour emergency ambulance service operated by volunteer Paramedics, Emergency Medical Technicians, Emergency Medical Service Attendants, and University Police Officers.

University officers are granted sworn peace officer status by virtue of state law and have full law enforcement authority upon any premises owned or leased by the State of West Virginia which is under the jurisdiction of the Board of Regents. In an effort to provide the highest level of life safety and property safety services possible to the University community, all officers receive extensive basic training and continued in-service training designed specifically for campus law enforcement personnel.

M.U. Police Officers routinely patrol the campus and surrounding areas twenty-four hours a day. They can be easily recognized by their official brown uniforms and trooper-style hats. Specific protective services provided especially for students include the assignment of security personnel in all residence halls during most hours of the evening and night, a night escort service upon request to locations on and adjacent to the campus, and Project I.D., a program in which valuables are engraved at no cost and records maintained in the a Public Safety Office.

Members of the University community can assist in making the campus a safe place by being alert, cautious, security-conscious, responsible, and not taking their safety for granted. Suspicious persons, dangerous or unusual situations, and all crimes or attempted crimes should always be reported immediately. Personal property should be protected by keeping residence hall rooms, and vehicles locked, and by not leaving keys or valuables in cars. Personal protection for females can be increased by being on guard at all times, and by not walking alone at night. Victims of sexual assault or attempted sexual assault should contact the Public Safety Office immediately. A list of faculty and staff women who are personally interested in assisting victims, is on file in that office.

Remember, if you see anything suspicious, or need assistance at any time day or night, call (696)-4357.

OFFICE OF ADMISSIONS

Since you are now a student at Marshall, you have already had some contact with the Admissions Office. The Admissions staff distributes university catalogs, maintains a file of 500 catalogs from other colleges and universities, evaluates course equivalency if you want to take a certain course at another college, evaluates veterans' physical education and military credit, and helps with correspondence courses. The Admissions Office also administers the College Level Examination Program (CLEP). The G.I.S. system of career, college and military information is accessible by computer terminal in the Admissions Office.

If you have questions about any of these special student services, call the Admissions Office at (696)-3160 or stop in to visit in 125 Old Main.

PSYCHOLOGICAL EMERGENCIES

Students needing psychological assistance during university working hours, 8:00 a.m. to 4:30 p.m., should visit the University Counseling Services, First Floor, Prichard Hall, South Wing, or call (696)-3111. After 4:30 p.m., students will be treated at St. Mary's Hospital through referral by designated university staff persons. Students may reach the staff member on call by contacting the Department of Public Safety. The Student Health Service will pay up to \$50.00* for the Emergency Room charges, up to \$60.00* for the initial psychological evaluation and one night's hospitalization at double occupancy rates resulting from said emergency.

*Fees subject to change

PSYCHOLOGY CLINIC

The Marshall University Psychology Clinic offers individual psychotherapy for relationship problems, depression, anxiety, phobias, child conduct and learning problems, migraine and tension headaches; assertion and social skills training; group therapy with a specific focus (i.e., smoking reduction, weight reduction, communication skills training); and psychological evaluations. The clinic is located in Harris Hall, Room 449. To arrange an appointment or to learn more about the clinic, call (696)-6446 or stop by the Psychology Department main office, Room 326, Harris Hall.

SPEECH AND HEARING CENTER

If you have speech, voice or hearing concerns, you can get free professional help at the Speech and Hearing Center, Smith Hall 143 (696)-3640.

The Center offers professional diagnosis and treatment of communication problems without charge to full-time students and their children and for a minimal fee to others.

STUDENT HEALTH SERVICE

Student Health Service (SHS) is provided by John Marshall Medical Services, Inc., an affiliate of the University's School of Medicine. The clinic is located at 1801 Sixth Avenue, one block southeast of the main campus and is open from 8:00 a.m. to 5:00 p.m. Monday through Friday. The clinic is closed on Saturday, Sunday, and Holidays. After 5:00 p.m. Monday through Friday, all students in need of health care must go to the Cabell Huntington Hospital (CHH) Immediate Care Unit, 1340 Hal Greer Boulevard. After 8:00 p.m. on Monday through Friday, and on Saturday, Sunday, and Holidays, all care at the Immediate Care Unit will be considered for validation as "Emergency Care".

Student Health will be provided from the first day to the last day of each fall, spring, and summer class session to students who pay full student activity fees and attend classes scheduled between semesters (intersession). Marshall University students who present current validated activity and identification cards are eligible to use this service. Services provided include diagnosis and treatment by a physician, and licensed practitioner or physician's assistant, limited routine laboratory procedures, limited routine radiographic procedures, routine physical therapy treatments, and injections for allergies (if vaccines and dosage directions are provided by the private physician of the patient and approved by the staff physicians). New and additional services provided will be routine physical examinations on an appointment basis, care for children under the age of twelve of students who have paid their Student Health fee, and care for chronic illnesses. When available, emergency ambulance service is provided for any student by the Department of Public Safety. Community ambulance service, unless requested by the Department of Public Safety, is at the student's expense.

All emergency visits to Cabell Huntington Hospital (CHH) must be validated as emergencies by the Student Health Service. Validation will be based on the time and reasons for the visit on the emergency room report from CHH. Emergency care charges are the responsibility of the student or his/her insurance carrier. However, if the services are validated as an emergency, Student Health will pay up to \$50.00* maximum on charges not covered by the student's insurance carrier. The balance of charges above those covered by the student's insurance carrier and Student Health are the responsibility of the student. If hospitalization is a result of emergency care, the Student Health Service will pay the room fees for one night's hospitalization at CHH at double occupancy rates.

The SHS will pay up to the first \$44.00* of the cost of the initial visit for any referral by a SHS provider to a medical specialist, other than initial psychiatric evaluation which will be up to \$60.00*, of John Marshall Medical Services, Inc. or in the Huntington community. All prescriptions, treatment, and follow-up care that results from the initial specialist consultation, as well as services relating to dental evaluation or repair of or refraction for corrective lenses, will be at the expense of the student, his or her parent, or insurance carrier. Student's referral billings should be submitted to the Associate Dean of Student Affairs, Room 117 Prichard Hall for determination of payment.

All students are seen on a walk-in, first-come, first-served basis. However, appointments are necessary for family planning or contraceptive educational purposes, for which you may call 696-7173. Emergencies will be seen immediately.

*prices are subject to change.

STUDENT WORKERS AND INTERNATIONAL STUDENTS

All students can receive care through the Student Health Service between semesters provided they are enrolled in classes the prior term.

To prevent possible billing problems, International students and students who are working for a University department between semesters as a work study, student assistant, and/or graduate assistant should obtain an identification form from the Student Development Office, Prichard Hall or the Financial Aid Office, Old Main.

All care provided between semesters will be rendered in the Family Practice Clinic, John Marshall Medical Services.

STUDENT AFFAIRS

The Vice President/Dean of Student Affairs is involved in all University matters pertaining to student welfare with primary involvement in matters outside the classroom. The Vice President/Dean of Student Affairs is a member of the President's Cabinet and works closely with the Vice President for Academic Affairs and the Council of College Deans; supervises the Student Affairs Staff; helps to assess the learning and social needs of students; and recommends ideas to make Marshall a more productive and pleasing environment for students.

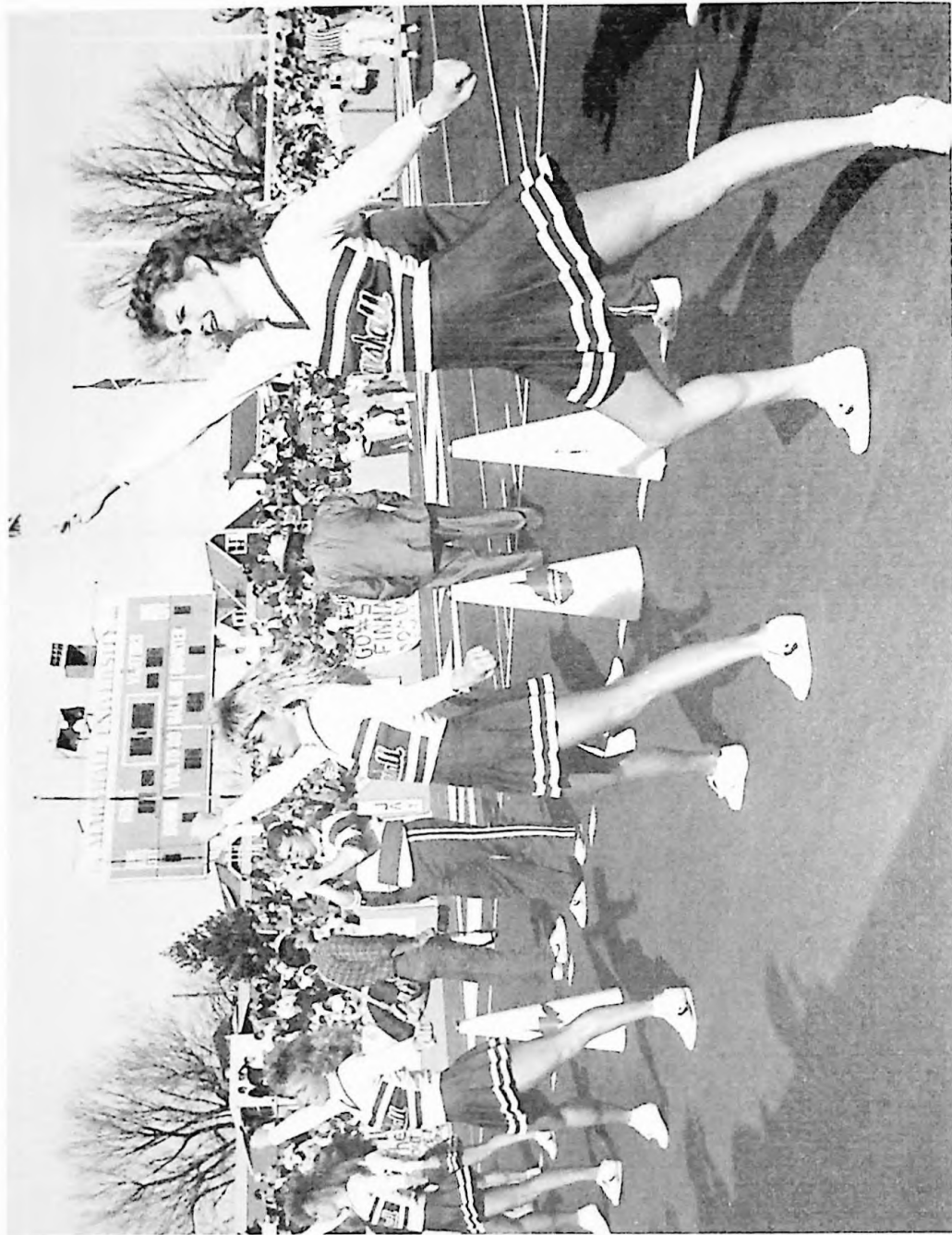
Three Associate Deans assist in the management and supervision of the various areas and units that comprise the Division of Student Affairs. These areas are: 1. Student Life, 2. Student Development, 3. Student Financial Assistance. Each of these is outlined in the following pages to provide an understanding of student services available and opportunities for participation in programs that enhance student experiences at Marshall University. The Vice President/Dean of Student Affairs is located in Room 116, Old Main, telephone 696-6422.

The Division of Student Affairs provides a variety of educational and administrative services, programs, and activities in support of the academic mission of the University. It is committed to excellence in and integration of curricular and cocurricular activities to ensure a supportive living-learning environment for the whole student.

Guiding concepts of the Division are those of human growth and development and personal discipline within an open and supportive environment. The integration of the cognitive and affective dimensions so essential for personal growth are central in all Student Affairs programs and activities.

Goals of Division of Student Affairs are as follows:

1. To provide opportunities for students to broaden their cultural perspective and to facilitate the reduction of prejudice.
2. To provide training in leadership development.
3. To critically evaluate functions, objectives, and trends enabling the Division to strengthen services and seek innovative approaches to facilitate the educational process.
4. To identify, reduce, and anticipate organization and personal factors which contribute to unnecessary student attrition.
5. To maintain a timely and efficient management program that allocates resources, provides control of expenditures, and administers programs to meet developmental needs of a diverse student population.
6. To provide personal maintenance and support services and integrate them into the total life of the University community.
7. To encourage and assist individuals in developing goals, problem solving skills, and interpersonal relations skills.
8. To encourage and support participation of students in the University community and the Huntington community at large.
9. To assist in developing a secure and healthful institutional environment.
10. To assist students in clarifying their values, utilizing their leisure time wisely, developing a satisfying lifestyle, and selecting a career.



August 1988

sunday	monday	tuesday	wednesday	thursday	friday	saturday
AUGUST 8-18 "WP" OR "WF" WITHDRAWAL PERIOD BY DEAN'S PERMISSION	SEE PAGE 64 FOR INFORMATION ON VOLLEYBALL AND SOCCER GAMES.	EXTENDED BOOKSTORE HOURS FOR SCHOOL OPENING 8/28-8/31			Last Day to Drop Courses with W Grade	
7	1	2	3	4	5	6
	8	9	10	11	12	13
					Second Summer Term Ends	
14	15	16	17	18	19	20
	Regular Registration 8 A.M. - 4:30 P.M. Deadline for Submitting Final Grades 9 A.M.	Regular Registration 8 A.M. - 4:30 P.M.	Regular Registration 8 A.M. - 5:30 P.M.	Regular Registration 8 A.M. - 5:30 P.M.	Last Day of Regular Registration for Fall Term 8 A.M.-4 P.M. International Students Field Trip	Residence Halls Open 9 A.M.
21	22	23	24	25	26	27
	First Day of Classes 8 A.M. Late Registration and Schedule Adjustment 8 A.M. - 5:30 P.M.	Late Registration and Schedule Adjustment 8 A.M. - 5:30 P.M.	We Don't Have A Name Rock Band Marco's Late Registration and Schedule Adjustment 8 A.M. - 4:30 P.M.			
28	29	30	31			
Bookstore Hours 12 - 6 P.M.	Bookstore Hours 8 A.M. - 6:30 P.M.	Bookstore Hours 8 A.M. - 6:30 P.M.	Bookstore Hours 8 A.M. - 6:30 P.M.			

STUDENT LIFE

The student as a planner, participant, leader, and presenter is best exemplified in the area called Student Life. Staff strives to create environments for students where they can practice leadership skills and responsible citizenship, clarify their values, and generally become full participants in the learning process.

Staff provides advising, leadership development, support services in a variety of settings including but not limited to student social-cultural events, student governance, residence hall programs, fraternities and sororities, legal affairs, and off-campus and commuting students.

The various units within Student Life are as follows:

1. New Student Orientation
2. Residence Halls - Programming and Staff
3. Student Activities
4. Recognized Student Organizations
5. Judicial Affairs
6. Student Governance
7. Student Legal Aid Center
8. Greek Affairs (fraternities and sororities)
9. Career Planning and Placement Center

The Student Life office is located in the Memorial Student Center, Room 2W31, telephone 696-6420.

NEW STUDENT ORIENTATION

New Student Orientation Programs are conducted during the summer and immediately preceding the fall, spring, and summer terms to help freshmen, transfer students, and their parents learn more about Marshall and meet students, staff, faculty, and administrators. Special Orientation programs for returning students (students 25 years of age or older), student athletes, honor students, and others are also conducted during the summer. Faculty members and administrators, with the assistance of students, inform and advise incoming students regarding university policies, regulations, and community life, and assist them in developing their academic schedules and programs. A one time only, non-refundable \$25.00 fee is charged to all new students who attend the Orientation Program.

Each new student *should* attend one of the Orientation programs. For information, please write to New Student Orientation Programs, Office of Student Life, Marshall University, 400 Hal Greer Blvd., Huntington, West Virginia 25755-5401, or telephone 696-2354 or 696-6420.

CAREER PLANNING AND PLACEMENT CENTER SERVICES AND RESOURCES

- *Vocational interest testing/interpretation
- *Career counseling
- *Career Library
- *Computerized career planning systems
- *Part-time and summer employment assistance
- *Career and job fairs in business, health, criminal justice, and education
- *Externship program - placing students in volunteer work experiences related to major field of study
- *Graduate school advising/information
- *Workshops on resume writing, interviewing, job search strategies
- *Credentialed file service (\$5.00 fee - required for campus interviewing)
- *Employment Opportunities Bulletin - bi-weekly job listings (free review in office; mail subscriptions, 6 mos. . . \$9.00, 12 mos. . . \$15.00 - 3 mos free with credential file registry)
- *Campus interviews with visiting employers (graduates with associate, bachelor, or master's degree)
- *Background information and addresses for employers on local, state, or national level
- *Civil Service employment information (state and federal)
- *Salary survey information for college-level employment
- *Current Cost-of-Living Index listings for major cities

All undergraduates, seniors, and alumni are eligible to use the Career Planning and Placement Center services. As a part of the Student Affairs Division, para and professional staff members are available to assist with any of the services outlined above.

Seniors (two- or four-year) and graduate students are encouraged to register with the Center at the beginning of their final year to begin a comprehensive job search or to investigate continuing education options.

All students should recognize that stiff competition for college-level jobs faces every graduate. The advantage always belongs to the student who plans and prepares for the future by building an impressive record of academics, employment, and extra-curricular activities. It is vital for each student to give high priority to planning and preparing for either post-graduation employment, graduate school, or professional school. Taking a "wait and see what happens" attitude puts a great risk on your chances for future happiness. We invite you to use the Career Planning and Placement Center services and let us help you maximize your career success.

Placement Fees:

Those services of the Career Planning and Placement Center which require a fee include credential file placement, credential file requests, copies, testing, and the Employment Opportunities Bulletin.

For further information on any of the above services, students may contact the Career Planning and Placement Center, located in Prichard Hall Lobby (telephone 696-2370)

GREEK AFFAIRS

Greek Life offers the individual student a unique opportunity for personal and interpersonal development. Marshall's fraternities and sororities encourage scholastic achievement and good citizenship from their members, provide opportunities for social growth, provide leadership opportunities within the individual chapters, stress involvement and leadership in various campus organizations, sponsor many campus and community service projects, and offer lifelong friendships between the members.

Marshall's Greek system offers 18 fraternity and sorority chapters which are governed by the Interfraternity Council, the Panhellenic Council, and the Black Greek Council. Marshall also employs a Coordinator of Greek Affairs who is responsible for advising Greek organizations. For more information contact the Greek Affairs Office at the Memorial Student Center, Suite #2W31, telephone 696-2284.



September 1988

sunday	monday	tuesday	wednesday	thursday	friday	saturday
SIXTH ANNUAL ALLIANCE OF BLACK STUDENT ORGANIZATIONS LEADERSHIP CONFERENCE SEPTEMBER 23-25	SEE PAGE 64 FOR INFORMATION ON VOLLEYBALL AND SOCCER GAMES.	EXTENDED BOOK-STORE HOURS FOR SCHOOL OPENING 9/1 - 9/10 MATTHIAS STEGMANN FACULTY GUITAR RECITAL SRH 8 P.M. - SEPT. 7	MINORITY STUDENTS GET TOGETHER FACULTY-STAFF 4 P.M. - SEPT. 7	Late Registration and Schedule Adjustment 8 A.M. - 4:30 P.M. Minority Students Reception 7 P.M. 1 Bookstore Hours 8 A.M. - 6:30 P.M.	Late Registration and Schedule Adjustment Closes for Fall Term 8 A.M. - 4 P.M. 2 Bookstore Hours 8 A.M. - 4:30 P.M.	FOOTBALL MU vs MOREHEAD 7 P.M. away game 3
4	Labor Day Holiday University Closed Fraternity Rush	Sorority Rush Registration Fraternity Rush	Sorority Rush Registration Fraternity Rush Freshman Dance 9 P.M. Don Morris Rm. Trend - Top 40 Band Marco's	Sorority Rush Registration Fraternity Rush Caruso Outdoor Concert Location - TBA 8 Bookstore Hours 8 A.M. - 6:30 P.M.	Sorority Rush Registration Fraternity Rush Welcome Reception International Students 3 P.M. Alumni Lounge 9 Bookstore Hours 8 A.M. - 4:30 P.M.	Fraternity Rush FOOTBALL MU vs OHIO U 7 P.M. home game 10 Bookstore Hours 10 A.M. - 2 P.M.
Fraternity Rush	Travel & Recreation Day on Plaza Fraternity Rush	Special Events Day on Plaza Fraternity Rush	Health Care for International Students 3 P.M. Fraternity Rush Grove Tones Band Coffehouse Day-Marco's	"Fraternity Bid Day" China (film) Forum Series - 8 P.M. OMA Sorority Rush 15	Cinema Arts Day Mannequin, Splash & Blind Date - Marco's Sorority Rush 16	FOOTBALL MU vs EASTERN KENTUCKY 7 P.M. home game Sorority Rush 17
Sorority Rush 11	Sorority Rush 12	Sorority Rush 13	Health Care for International Students 3 P.M. Hung-Kuan Chen, pianist Young Concert Artists 8 P.M. SRH 21 Soloist - Marco's	Sorority Rush 14	Application for December Graduation Due in Dean's Office Last Day to Drop 1st 8 weeks Courses with W Grade 23	FOOTBALL MU vs VMI 2 P.M. away game 24
David Baroni Christian Concert - SRH Sorority Rush 18	"Sorority Bid Day" 19	Self Care Series 12:30 P.M. MSC 20	Health Care for International Students 3 P.M. Sierra Country Band Marco's	Karen Curran Senior Recital SRH 8 P.M. 29	MOVIES Vertigo, The Birds, Marnie and The Rocky Horror Picture Show (Midnight) Marco's 30	
25	Energetics Begins Runs for 8 weeks Times: Lunch, 5 & 7 26	Self Care Series 12:30 P.M. MSC 27	Health Care for International Students 3 P.M. 28	22	23	

RESIDENCE LIFE

This unit is concerned with the selection and training of the residence halls staff and with providing an environment for living-learning experiences. Activities may range from social events to faculty visits and from seminars to informal interaction. A group living situation offers an excellent opportunity for learning about oneself and living cooperatively with others. The Residence Life Office is located in Twin Towers East, first floor. (696)3183.

RESIDENCE HALL GOVERNMENT

The residence hall community is comprised of diverse individuals from various and differing backgrounds and experiences. Such diversity calls for members of the community to be involved in their own governance. Each residence hall at Marshall has an individual hall council (called the Hall Advisory Council) comprised of executive officers, including president, vice-president, secretary, treasurer and representatives from each floor.

This organization is valuable in many ways. The efforts of the Hall Advisory Council result in programs and activities that draw residents together to encourage new friendships, and build community. The HAC also reviews issues and concerns that affect the residents hall-wide and campus-wide and help influence official policies. The individual hall councils provide a forum for residents to develop leadership skills including working with others and in establishing and meeting goals. The result is a steady, continual growth of pride in the hall and in the growth of self-confidence and personal satisfaction in seeing one's contribution to self and others.

An opportunity to be actively involved in your hall government (HAC) is afforded all students early in the fall semester. Elections are held in each hall for floor representatives. The hall council election will provide an opportunity to become involved in residence hall activities.

The financial support for hall councils is derived from a membership fee collected from hall residents. The amount of the membership fee is \$10.00 annually or \$7.00 per semester. Membership affords residents the opportunity to participate in activities at a reduced rate or free. Membership is voluntary.

An organization known as Inter-Hall Government Council (IGC) represents all the residence hall councils and their students. The IGC is comprised of three representatives from each hall council. Besides sponsoring campus wide programs, the IGC maintains the Food Committee and the Environmental Concerns Committee. The Inter-Hall Government Council strives to represent the concerns of all residence hall students and be a positive factor in influencing change.

STUDENT GOVERNMENT PROJECTS

Student Government provides students with the opportunity to get involved with a variety of projects. Some such as the Muscular Dystrophy Dance Marathon, which has raised over \$15,000, allows students to get involved with the community. Other projects include providing listings for Off-Campus Housing, facilitating a Commuter network, sponsoring Blood Drives for the American Red Cross, helping to provide students with emergency student loans, providing transportation to hallgames, and actively lobbying the State Government for higher education.

All these projects, as well as others planned throughout the academic year, provide each student many opportunities to become involved in university life. Students are represented on every major standing committee of the University as well as the President's Cabinet. Students interested in Student Government should stop by the Student Government Office in the Memorial Student Center, Room 2W29, or call (696)6435.

STUDENT GOVERNMENT

The Marshall University Student Government Association is continually growing as a viable part of university life. Through the channels of Student Government, students make decisions that directly affect them.

Beyond a lesson in democracy, Student Government offers vital interaction with those individuals committed to the goal of a better Marshall.

Student Government is concerned with improving the effect of education upon a student. Through its many channels of communication, it offers input into the issues which directly concern the lives of the total student body.



Student Government consists of three divisions: Senate, Court and Cabinet. Under the Constitution, Senate elections are held twice yearly, in October and March. This allows for a revolving membership as in the United States Senate. Constituencies are based on the Academic Colleges.

The Student Court is charged with two main functions: (1) the interpretation of the Student Government Constitution and (2) the exercise of judicial review over all actions of Student Government.

The Student Body President heads the Cabinet and appoints all its members. Cabinet members are ratified by the Senate to whom they must report concerning their committees or posts. Regular meetings are held to discuss matters coming before Senate and Cabinet and to report of the progress of each project.



October 1988

sunday	monday	tuesday	wednesday	thursday	friday	saturday
OCT. 24 - DEC. 9 "WP" OR "WF" WITHDRAWAL PERIOD BY DEAN'S PERMISSION	OCT. 31 - NOV. 11 ADVANCE REGISTRATION FOR 2ND SEMESTER FOR CURRENTLY ENROLLED STUDENTS ONLY	SEE PAGE 64 FOR INFORMATION ON VOLLEYBALL AND SOCCER GAMES	WOMEN'S CENTER LUNCHBAG SEMINARS EACH WEDNESDAY BEGINNING OCT. 5 NOON - 1 P.M.	 HOME COMING		Marching Band Festival 1
2	Live Girls Joking On Stage - Marco's Reception for New Faculty Laidley Hall	Self Care Series 12:30 MSC Lip Sync Contest Mad Hatter	Health Care for International Students 3 P.M. Kier Soloist - Marco's	Chuck Mangione Mount Series 8 P.M. KAT Parade & Bonfire	MOVIES Thief of Hearts, 9½ Weeks & Fatal Attraction - Marco's	HOMECOMING MU vs FURMAN HOMECOMING 1:30 P.M. home HOMECOMING DANCE Gateway (Rt. 60) 8
9	Nonsense Broadway Musical Baxter Series 8 P.M. KAT	Self Care Series 12:30 MSC Aids Awareness Day Richard Keeling 7 P.M. Don Morris Room	Talent Show Marco's University Theatre Play GUYS AND DOLLS OMA 8 P.M.	University Theatre Play GUYS AND DOLLS OMA 8 P.M.	University Theatre Play GUYS AND DOLLS OMA 8 P.M. Dream Work Band Marco's 14	FOOTBALL MU vs EAST TENNESSEE STATE 2 P.M. away game University Theatre Play GUYS AND DOLLS OMA 8 P.M. Dream Work Band Marco's 15
16	University Theatre Play GUYS AND DOLLS OMA 2 P.M.	Mid-Semester - 1st 8 Weeks Courses End Self Care Series 12:30 MSC	2nd 8 Weeks Courses Begin Audubon Quartet Forum Series 8 P.M. SRH Big A The Verb Rock Band - Marco's 19	Bill Miller Folk-Indian Music Marco's	Last Day to Drop Courses with W Grade Parents Weekend Outstanding Black High School Students 21 Weekend	FOOTBALL MU vs UTC 1:30 P.M. home game Parents Weekend Outstanding Black High School Students 22 Weekend
23		Self Care Series 12:30 MSC	Jean-Efflam Bavouzet Pianist Young Concert Artists 8 P.M. SRH Palemino Band Marco's		MOVIES Little Shop of Horrors, Attack of the Killer Tomatoes, Ghostbusters Marco's	FOOTBALL MU vs APPALACHIAN STATE 1:30 P.M. home game
30	Galapagos Islands (film) Forum Series 8 P.M. OMA International Students Halloween Party 31 8 P.M. Alumni Lounge	25	26	27	28	29



JUDICIAL AFFAIRS

The Office of Judicial Affairs is responsible for the campus-wide implementation of the Student Code of Conduct, Housing and Residence Life Policies and Procedures, and all federal, state, county, local, city and municipal ordinances. Should a student be charged with a violation, he/she will be assured of due process which includes the right to be heard before the Judicial Board. The Board consists of two students and one faculty member. The Board hears all evidence presented on both sides of a case and makes a determination of responsibility. The judicial procedure focuses upon assisting students in their growth process through mediation, counseling and education.

CODE OF CONDUCT

The faculty and administration recognize the rights and responsibilities of students. These include the privilege and obligation of maintaining high standards of social and personal conduct. While encouraging students to develop independence, the University embraces the concept that liberty and license are not synonymous, and it therefore accepts the obligation to maintain standards which will provide for the welfare of the individual and the campus community at large.

For Marshall University to function effectively as an educational institution, students must assume full responsibility for their actions and behavior. Students are expected to respect the rights of others, to respect public and private property, and to obey constituted authority. A student's registration constitutes acceptance of these responsibilities and standards; thus registration serves as an agreement between the student and the University. Failure to adhere to the policies and conduct regulations of the University places the student in violation of the Marshall University Code of Conduct and may, therefore, subject the student to disciplinary action such as disciplinary warning, a period and degree of probation, suspension, or expulsion. All registered students are subject to the Code at all times while on or about university-owned property.

Students are expected to be thoroughly familiar with the rights and responsibilities outlined by the Board of Regents and all University rules and regulations as expressed in *The Marshall University Catalog*, and *The Student Handbook*.

COPIES OF THE STUDENT CODE OF CONDUCT ARE AVAILABLE IN THE JUDICIAL AFFAIRS OFFICE, THE STUDENT LEGAL AID CENTER, THE STUDENT LIFE OFFICE, AND THE OFFICE OF THE VICE-PRESIDENT/DEAN OF STUDENT AFFAIRS

OFF-CAMPUS HOUSING

Marshall University does not designate any housing not specifically owned by the university as "university approved." The university does not and cannot supervise the health, safety, living standards, and contractual arrangements of students living in privately owned dwellings. Any student who decides to live in one of these residences accepts full responsibility for his/her choice with relation to the aforementioned items. Student Government maintains a listing of Off-Campus Housing to assist students with housing needs. In addition, the Attorney for Students assists students with landlord/tenant and consumer protection concerns. Students are encouraged to pick up a copy of A RENTER'S HANDBOOK available in the Student Government Office 2W29.

STUDENT LEGAL AID CENTER (SLAC)

The Student Legal Aid Center employs a part-time licensed attorney and an ombudsman to assist all students. Although the attorney may not represent students in court, he/she offers advice and counseling on all legal matters which concern students, including the areas of landlord/tenant, consumer, domestic relations, contracts, auto accidents, traffic tickets, criminal charges, employment and civil rights.

The campus ombudsman assists students in understanding the various policies and procedures within the University such as grade appeals, judicial board appeals, grievances, mediation, and other areas. The primary role of the ombudsman is to ensure the fair and equitable treatment of students within all areas of the University.

Seminars are usually offered each semester on the topics of landlord/tenant, consumer protection, credit, and others. Brochures such as: Renter's Handbook, How To Sue In A Magistrate Court, Domestic Violence, Divorce/Annulment, Consumer Protection Tips, as well as other informative pamphlets are available free in the Center.

For free and confidential advice stop by Room 2W29 in the Memorial Student Center, or call 696-2366.

No appointment is necessary, but due to the limited office hours maintained, students are encouraged to call ahead.

Hours vary each semester depending on student traffic.

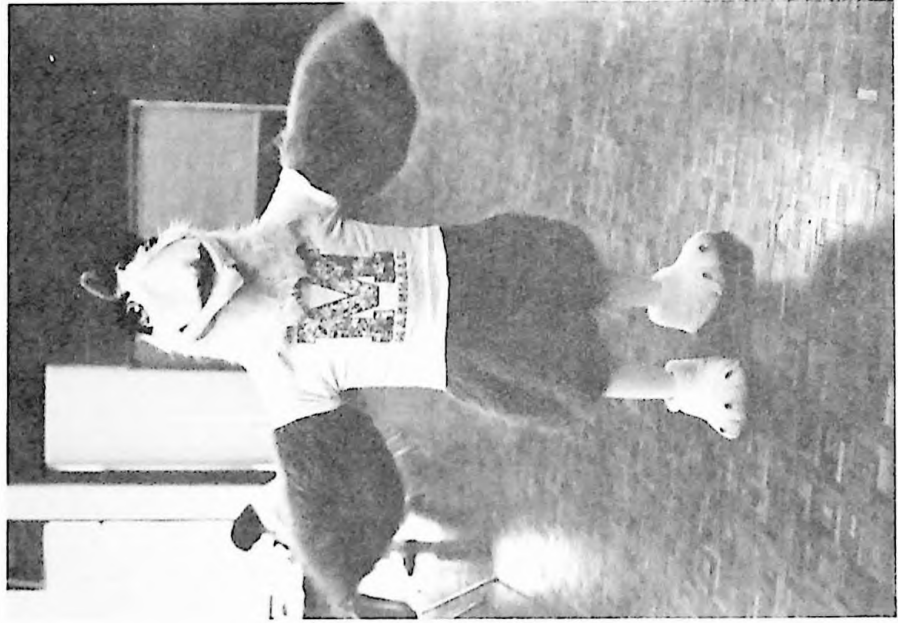
STUDENT ACTIVITIES

A complete college experience involves the development of academic and vocational pursuits, as well as the development of personal and interpersonal skills. Student Activities Programs are designed to help students develop knowledge and skills for continued growth. Part of the total experience is found in the excitement of working with other students on a programming committee, for example. This not only develops interpersonal relationships and practical work experience, but also provides special training in leadership qualities vital to students' future success.

The programs chosen and presented by the student committees help to develop a stimulating, creative and enjoyable campus environment, both for the audience and for committee members. The following committees are coordinated by the Campus Entertainment, Unlimited Board:

Cinema Arts
Marco's (Coffee House)
Contemporary Issues
Homecoming
Recreation & Travel
Special Events

The Student Activities staff and student leaders cooperate with all divisions of the University community in programming to meet student interests as well as educational and informational needs. The office is located in the Memorial Student Center 2W38, 696-6770.



CAMPUS ENTERTAINMENT, UNLIMITED

Campus Entertainment, Unlimited is the main student organization on campus responsible for contemporary entertainment. Membership is open to all students at Marshall University.

While many of the rewards gained from involvement with CEU are intrinsic, many life-long skills have been gained or enhanced, i.e. communications, time-management, budgeting, and leadership development.

CEU is divided into the following committees:

Cinema Arts

Responsible for selection, planning, and presentation of both contemporary and classic motion pictures via film and/or video recordings

Marco's

Responsible for selection, planning and presentation of live evening entertainment. Their activities take place in Marco's which is located in the lower level of the Memorial Student Center.

Homecoming

Responsible for selection, planning and presentation of all homecoming events which include, but not limited to: parade, queen selection, dance, bon fire, and daily entertainment and contests. They also work closely with the Alumni Office staff, Student Life staff, Music Department, local merchants, radio, and television stations.

Contemporary Issues

Responsible for selection, planning and presentation of lectures on topics of current international, national and local interest to students.

Publicity

Responsible for coordinating and assisting with publicity for CEU and its committees, as well as recruitment. This committee must keep current contacts with the University Relations Office and all local radio and television stations as well as the print media.

Travel & Recreation





Responsible for selection, planning and presentation of off-campus trips (both in-and-out-state), and recreational tournaments using the university's vast recreational facilities.

Special Events

Responsible for selection, planning and presentation of live daytime entertainment and concerts. Many of their events occur either on the Memorial Student Center Plaza or in its Lobby.

For more information, CEU is located in 2W38 in the Memorial Student Center, or call (696)-6770.

December 1988

sunday	monday	tuesday	wednesday	thursday	friday	saturday
	SEASONS & GREETINGS	Adaptors Movement Theatre Special Series 8 P.M. OMA LADY HERD vs UNIVERSITY OF LOUISVILLE away game Bermuda Triangle Duet-Plaza 6	We Don't Have A Name Rock Band - Marco's 7	Minority Students Program Pizzaz 7 P.M. 8	MMI TOURNAMENT home game International Students Christmas Party 2 P.M. MSC MOVIES Raising Arizona, Adventures in Babysitting & Three Men and a Baby - Marco's 2	MMI TOURNAMENT home game LADY HERD vs DUQUESNE UNIVERSITY away game 3
4 LADY HERD CLASSIC home game 	Richard Goode Pianist Baxter Series 8 P.M. KAT 5	Exam Day 6	Study Day (Wed. night class exams) LADY HERD vs OHIO UNIVERSITY home game MU vs OHIO U home game 14	Exam Day 15	Exam Day (Exams conclude at 3:30 P.M.) First Semester Ends 3:30 P.M. Residence Halls Close 6 P.M. Kentucky Invitational Lexington, KY 16	Exams for 3:00 and 3:30 Classes and Classes Meeting on Saturdays LADY HERD CLASSIC home game Opera Workshop Presentation SRH 3 P.M. 10
11 LADY HERD CLASSIC home game 	Exam Day  12	Exam Day 13	MU vs PEPPERDINE home game 14	LADY HERD vs XAVIER away game 22	University Offices Closed 23	University Offices Closed 24
18 Peace on Earth University Offices Closed CHRISTMAS 25	Deadline for Submitting Final Grades 9 A.M. 19	LADY HERD vs OHIO STATE away game 20	MU vs SOUTHERN MISSISSIPPI away game 28	University Offices Closed 29	University Offices Closed ARKANSAS-LITTLE ROCK TOURNAMENT LITTLE ROCK, ARK. 30	University Offices Closed ARKANSAS-LITTLE ROCK TOURNAMENT LITTLE ROCK, ARK. 31

STUDENT DEVELOPMENT

The Student Development Center is best described as the educational support service area of the Division of Student Affairs. Its major goal is to enhance and support a student's personal and academic development. This assistance is accomplished through developmental, remedial, and preventive programs, activities, and services which include, but are not limited to, personal and social counseling; educational and career counseling; reading and study skills development; tutorial services; minority, women, returning students, and international student programs; health education; and disabled student services.

All units of the Student Development Center are located on the first floor of Prichard Hall, except for the Minority Students Office, which is located in 1W25 of the Memorial Student Center.

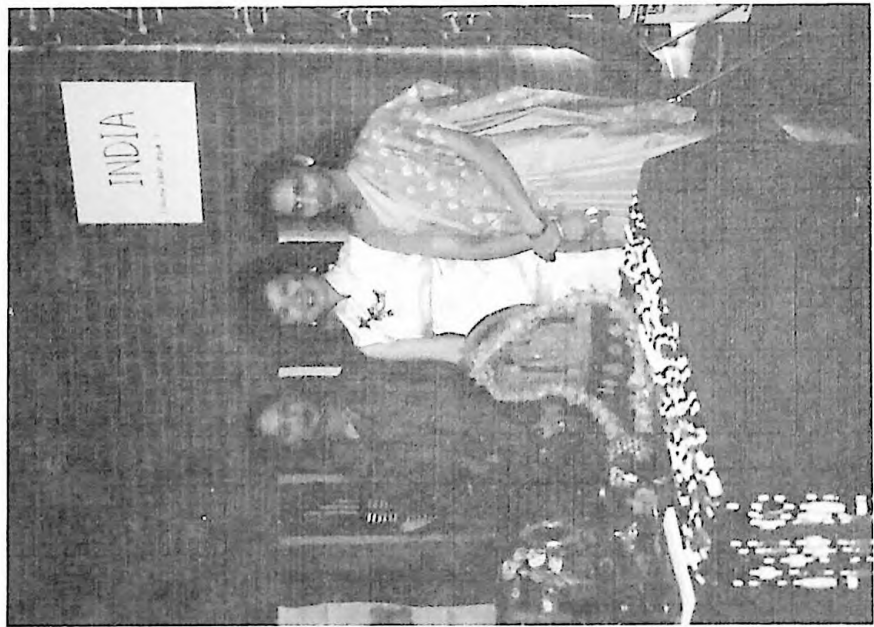
Information on any program or service can be obtained by calling 696-2324.

COUNSELING SERVICES

The Counseling Services staff provides individual and small group counseling experiences, personal and emotional health seminars, assessment and career exploration, and referral services. Vocational interest and personality testing is available to assist the student in evaluating his/her characteristics as compared to those of other students. These resources can be used by students to help resolve educational, personal/social, or vocational questions. All information discussed is confidential. For information or assistance call (696)-3111.

INTERNATIONAL STUDENTS

The International Student and Scholar Program is designed to help foreign students and scholars adjust to a new and sometimes perplexing environment. The staff provides special assistance regarding cultural familiarization, language, housing, employment, academic and personal matters, responsibilities as a non-immigrant, and immigration requirements and procedures. A major objective is to help non-immigrants achieve their educational goals while providing an insight into American culture through a program of social activities, orientation seminars, and host family visits, in addition to the annual International Festival held each spring. For information or assistance call (696)-2379.



OFFICE OF DISABLED STUDENT SERVICES

The Office of Disabled Students Services helps disabled students with all aspects of campus living and learning programs and activities. The staff's ultimate goal is for each disabled student to function independently. The following services are available to meet the individual needs of disabled students:

Taped textbook/reader service for visually impaired and learning-disabled students.

Test proctoring for visually impaired and learning-disabled students and for those with upper-body mobility problems.

Tutoring for most freshman and sophomore level courses.

Study skills/reading improvement instruction.

Lecture notetaking for students with hearing impairments or upper-body mobility problems.

Special parking accommodations for students with mobility problems.

Specialized equipment for use as study aids.

Individualized new student orientation for disabled students who request it.

Adapted sports activities such as swimming, individual exercise programs, and modified physical education classes.

Liaison counselor for students under the sponsorship of the West Virginia Division of Vocational Rehabilitation.

Accessible housing, classrooms, and library facilities for mobility-impaired students.

Disabled students are also referred for special assistance to various university and community agencies.

The Office of Disabled Student Services is located in the Student Development Center on the first floor of Prichard Hall. For information or assistance call (696)-3111.

EXAM PROCEDURES FOR HANDICAPPED STUDENTS

The Vocational Rehabilitation Act of 1973 Section 504 states that a handicapped student has a right to be tested in a manner that indicates what the student knows rather than indicating the effects of his/her handicap. PROFESSORS MAY REQUIRE THAT STUDENTS PROVIDE documentation that a handicap exists and that an exception in testing procedures has been prescribed by a qualified professional. ACCOMMODATIONS in testing may include time extension, isolation in a separate room to avoid distractions, a reader, or a person or tape recorder to record the student's responses.

CONSULTATION IN DEVELOPING TESTING ACCOMMODATIONS MAY BE OBTAINED FROM DISABLED STUDENTS SERVICES, PRICHARD HALL, TELEPHONE: 3111.

January 1989

sunday	monday	tuesday	wednesday	thursday	friday	saturday
<p>EXTENDED BOOKSTORE HOURS FOR SCHOOL OPENING 1/17-1/28</p> <p>1</p>	<p>WOMEN'S CENTER LUNCHBAG SEMINARS EACH WEDNESDAY BEGINNING JAN. 25 NOON - 1 P.M.</p> <p>2</p>	<p>University Offices Open</p> <p>3</p>	<p>LADY HERD vs MOUNT ST. MARY'S away game</p> <p>MU vs VIRGINIA TECH home game</p> <p>4</p>	<p>JAZZ FESTIVAL JAN. 26-28</p> <p>5</p>	<p>LADY HERD vs TOWSON STATE away game</p> <p>6</p>	<p>MU vs MOREHEAD STATE home game</p> <p>7</p>
<p>8</p>	<p>Regular Registration 8 A.M. - 4:30 P.M.</p> <p>MU vs VIRGINIA MILITARY home game</p> <p>9</p>	<p>Regular Registration 8 A.M. - 4:30 P.M.</p> <p>10</p>	<p>Regular Registration 8 A.M. - 5:30 P.M.</p> <p>11</p>	<p>Regular Registration 8 A.M. - 5:30 P.M.</p> <p>12</p>	<p>Last Day of Regular Registration for Spring Term 8 A.M. - 4 P.M.</p> <p>LADY HERD vs UNIVERSITY OF KENTUCKY away game</p> <p>13</p>	<p>MU vs TENNESSEE-CHATTANOOGA away game</p> <p>14</p>
<p>LADY HERD vs FURMAN home game</p> <p>15</p>	<p>Martin Luther King, Jr. Holiday - University Closed</p> <p>Residence Halls Open 9 A.M.</p> <p>MU vs W. CAROLINA away game</p> <p>16</p>	<p>First Day of Classes</p> <p>Late Registration Schedule Adjustment 8 A.M. - 5:30 P.M.</p> <p>Bookstore Hours 17 8 A.M. - 6:30 P.M.</p> <p>17</p>	<p>Late Registration and Schedule Adjustment 8 A.M. - 4:30 P.M.</p> <p>Bookstore Hours 18 8 A.M. - 6:30 P.M.</p> <p>18</p>	<p>Late Registration and Schedule Adjustment 8 A.M. - 4:30 P.M.</p> <p>Bookstore Hours 19 8 A.M. - 6:30 P.M.</p> <p>19</p>	<p>Late Registration and Schedule Adjustment Closes for Spring Term 8 A.M. - 4 P.M.</p> <p>Bookstore Hours 20 8 A.M. - 4:30 P.M.</p> <p>20</p>	<p>MU vs THE CITADEL home game</p> <p>Bookstore Hours 21 10 A.M. - 2 P.M.</p> <p>21</p>
<p>LADY HERD vs EAST TENNESSEE ST. U. home game</p> <p>22</p>	<p>MU vs FURMAN home game</p> <p>GREEK RUSH</p> <p>Bookstore Hours 23 8 A.M. - 6:30 P.M.</p> <p>23</p>	<p>GREEK RUSH</p> <p>Bookstore Hours 24 8 A.M. - 6:30 P.M.</p> <p>24</p>	<p>Richard Stoltzman Clarinetist Mount Series 8 P.M. KAT</p> <p>GREEK RUSH</p> <p>Bookstore Hours 25 8 A.M. - 6:30 P.M.</p> <p>25</p>	<p>LADY HERD vs MOREHEAD home game</p> <p>GREEK RUSH</p> <p>Bookstore Hours 26 8 A.M. - 6:30 P.M.</p> <p>26</p>	<p>Application for May Graduation Due in Dean's Office</p> <p>GREEK RUSH</p> <p>Bookstore Hours 26 8 A.M. - 4:30 P.M.</p> <p>26</p>	<p>LADY HERD vs APPALACHIAN STATE home game</p> <p>MU vs APPALACHIAN ST. away game</p> <p>Bookstore Hours 28 10 A.M. - 2 P.M.</p> <p>28</p>
<p>29</p>	<p>MU vs EAST TENNESSEE STATE away game</p> <p>30</p>	<p>Artic Islands (film) Forum Series 8 P.M. OMA</p> <p>LADY HERD vs RADFORD home game</p> <p>31</p>	<p>GREEK RUSH</p> <p>31</p>	<p>GREEK RUSH</p> <p>31</p>	<p>GREEK RUSH</p> <p>31</p>	<p>GREEK RUSH</p> <p>31</p>

MINORITY STUDENTS PROGRAM

The staff of the Minority Student Programs aids in facilitating black students involvement in their academic growth and development and their participation in University life. They coordinate the personal, educational, cultural, and social needs as identified by students and aid in providing an environment conducive to student learning. Programs are initiated and developed to aid the university community in its effort to enrich cross-cultural and racial understanding. The office is located in Room 1W25, Memorial Student Center. For more information or assistance call (696)-6705.



RETURNING STUDENT PROGRAMS

Returning Student Programs is an office designed to meet the special needs of nontraditional students. This office maintains close ties with the student group, Returning Student Organization, and also conducts a summer orientation for adults interested in returning to school.

Returning Student Programs is a place where older students can come for information or advice. The Coordinator, Linda Stockwell, is also a counselor, so returning students (as well as younger students) can obtain personal problem counseling or help in choosing a career/major. The office is located in Prichard Hall, (696)-4801. Plans are underway to offer some evening hours for the convenience of those students who cannot come in during the usual 8 a.m. to 4:30 p.m. hours.

STUDENT ATHLETE PROGRAM

The Buck Harless Student Athlete Program is an academic support service especially designed to assist student athletes to ensure they have as much academic success as their abilities permit and to offset any educational disadvantages incurred as a result of participation in an intercollegiate athletic program. The program staff is involved with the recruiting efforts, coordinate and provide tutoring, counseling, and personal development programs; provide information to assist in student athletes' eligibility and maintain data on the student athlete. The office is located in Room 3007 Henderson Center, telephone 696-6626.

STUDENT HEALTH PROGRAMS

Student Health Education Programs (SHEP) offer educational services promoting the wellness concept of a balanced lifestyle approach to optimal living. SHEP provides: workshops, films, a resource library, counseling and referral for family planning, substance abuse, eating disorders and other health issues. Red Cross Blood Drives, an annual "Wellness Week," a Contraceptive Health Education Clinic (CHEC), and *Wellness Ways*, a preventive health magazine. A physical fitness program is offered by trained aerobic/dance instructors. PEER CAPPS, a trained group of volunteer students whose objective is to educate students about responsible drinking, provide a variety of programs concerning the use of alcohol. Offices of the SHEP Coordinator and staff are located in Prichard Hall. For information and service, call (696)-4800.

TUTORING/ STUDY SKILLS DEVELOPMENT

Tutoring services are coordinated by the Student Development staff. A limited amount of free tutoring is available. The Coordinator of Tutoring Services maintains a list of recommended tutors who have been endorsed by their respective departments.

Often students need to improve their study skills in order to complete their classes successfully. The Student Development staff helps students improve study skills through both individual and group processes. A series of workshops is presented each semester which includes such topics as:

- time management,
- preparing for exams,
- notetaking,
- getting the most from textbooks, and
- memory techniques.

If you think you could benefit from either tutoring or study skills help, call (696)-3111.

UPWARD BOUND

The Upward Bound Program is funded by the U.S. Department of Education to provide academic and cultural enrichment as well as counseling services to identified high school youth in seven target high schools in Wayne, Cabell, and Mingo counties. For information call (696)-6456.

VOCATIONAL REHABILITATION

The campus Vocational Rehabilitation staff coordinates services to disabled students who are under the sponsorship of the West Virginia Division of Vocational Rehabilitation. Referrals are encouraged from university sources, but basic criteria must be met before services can be offered. Services to handicapped students include financial assistance, personal adjustment and academic/vocational counseling, and referral to other campus and community resources dealing with the handicapped. Located in PH 140. For information or assistance call (696)-2394.


WOMEN'S CENTER

The Women's Center exists as a resource for information and services in the area of women's issues, concerns and needs. The Center offers programs on a regular basis which focus on topics of relevance for women, provides information and support to returning women and the female student population in general, and acts as a resource for university offices in order to encourage recognition of women students' needs. The Women's Center is located in Room 143 Prichard Hall. For information or assistance call (696)-3112.

SPECIAL SERVICES

The Special Services program is a federally funded program that provides a wide range of academic support services to disadvantaged students. The skills specialist provides activities which allow students to develop reading and learning skills and improve study skills. The tutorial component offers student tutors in most freshman and sophomore level courses. These tutors are available to supplement classroom instruction and to help students understand subject matter more thoroughly. Counselors are also available to help students in academic planning and career decision-making. For information or assistance call (696)-3164.

February 1989

sunday	monday	tuesday	wednesday	thursday	friday	saturday
BLACK HISTORY MONTH	<i>Be My Valentine</i> 		GREEK RUSH Paul Shaw Pianist Young Concert Artists 8 P.M. - SRH	GREEK RUSH	GREEK RUSH LADY HERD vs WESTERN CAROLINA away game	MU vs VIRGINIA MILITARY away game
LADY HERD vs UNIVERSITY OF TENNESSEE away game				LADY HERD vs WEST VIRGINIA U away game MU vs WEST VIRGINIA U away game	Last Day to Drop 1st 8 Weeks Courses with W Grade	MU vs WESTERN CAROLINA home game
5	6	7	8	9	10	11
LADY HERD vs WESTERN CAROLINA U home game	MU vs TENNESSEE- CHATTANOOGA home game	Self Care Series 12:30 P.M. - MSC Valentine's Party International Students 8 P.M.	University Theatre Play SOCIAL SECURITY OMA - 8 P.M. Susan B. Anthony's Birthday	University Theatre Play SOCIAL SECURITY OMA - 8 P.M.	University Theatre Play SOCIAL SECURITY OMA - 8 P.M.	University Theatre Play SOCIAL SECURITY OMA - 8 P.M. LADY HERD vs FURMAN UNIVERSITY away game MU vs FURMAN away game
12	13	14	15	16	17	
	Hotel Barges (film) Forum Series 8 P.M. - OMA LADY HERD vs UNIVERSITY OF TENNESSEE away game MU vs THE CITADEL away game	Self Care Series 12:30 P.M. - MSC	Olli Mustonen Pianist Young Concert Artists 8 P.M. - SRH	Late, Great Ladies Mount Series 8 P.M. - KAT	John Marshall Invitational Speech Tournament	John Marshall Invitational Speech Tournament LADY HERD vs APPALACHIAN STATE U away game MU vs EAST TENNESSEE STATE home game
19	21	21	22	23	24	
	LADY HERD vs E. TENNESSEE STATE U away game MU vs APPALACHIAN STATE home game	Self Care Series 12:30 P.M. - MSC				
26	27	28				

ON-CAMPUS RESIDENCE INFORMATION

LOSS OR DAMAGE OF PROPERTY

The university is not responsible for loss of or damage to personal property of students who reside in residence halls. If parents' homeowners insurance does not cover student belongings, it may be desirable to purchase additional insurance coverage. Students are advised to lock their rooms whenever they go out of their room.

UNIVERSITY HOUSING FOR FAMILY STUDENTS

Housing for married students or students with children is provided in 84 furnished family dwelling units owned and operated by the university. The units include a wide variety of accommodations with rents ranging from \$160 to \$290 per month. The apartments are one to two bedroom units with kitchen, bath, and living room. Efficiency apartments are also available. Applications may be secured from the Student Housing Office. Married students or students with children, full-time, are eligible to reside in family student housing units. Single graduate students may apply to live in Building #2, provided space is available after families and married couples have been accommodated.

CONTRACTS

A student who wishes to live in a university residence hall must sign a contract with the Housing Office. The stipulations of that contract are: (1) that the student resides in his assigned residence hall for the entire academic year; (2) that the student abides by the governing rules and standing traditions of the residence hall; (3) that the student purchases a meal plan; (4) that the student will receive no refund of any portion of room and a prorated refund of board fees because of withdrawal from the university after the first week of classes for each semester.

FOOD SERVICES

All students living in the residence halls are required to purchase a meal plan for meals in the university dining halls. Meals are also available to students rooming off the campus at the guest meal rate. The meal plan is not valid during vacation periods.

Meal plans will become effective on the first day of classes of any semester or summer term. Meals taken prior to the first day of classes must be paid for in cash.

Students will be issued a meal card upon payment of room and board fees. This meal card must be presented prior to entering food lines at each meal.

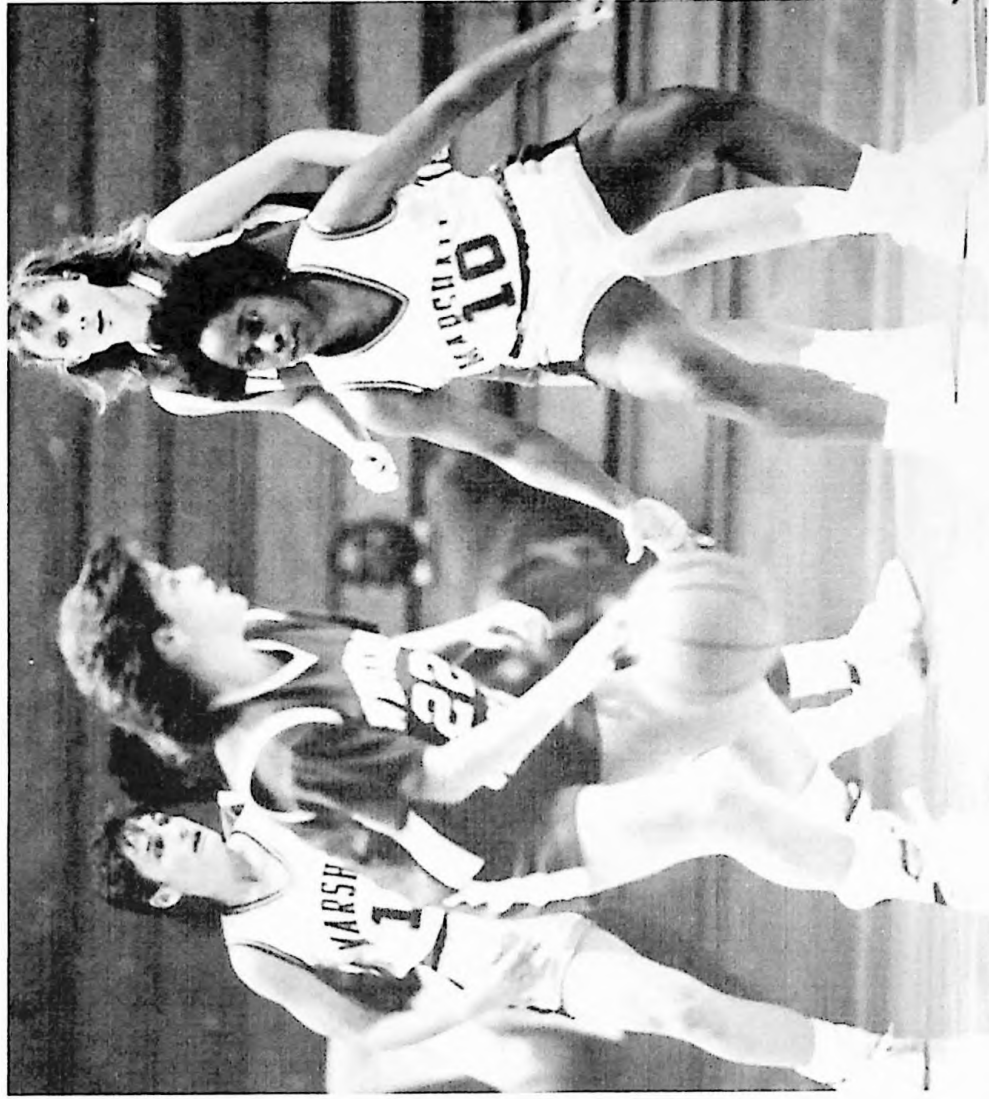
No deduction or refund is made in board charges unless the student is absent from the campus for more than a calendar week because of personal illness or a university-approved trip. No deduction is made in room charges for absences. No deductions are made because of late payment.

HOLIDAYS

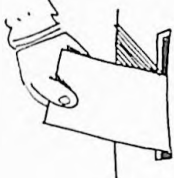








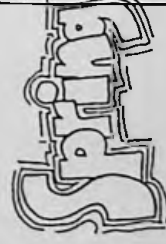


Residence halls are closed during Thanksgiving, semester breaks, and spring vacation periods, with the exception of Holderby Hall.

Students living in Holderby Hall are assured of a room during vacation breaks, with approval. Non-Holderby Hall residential students requesting housing during breaks must pick up an application form from Holderby Hall Senior Head Resident.

The halls close at 6:00 p.m. on the last day of class before holidays begin. At the close of a semester, students must vacate their residence halls within twenty-four hours following their last examinations.



March 1989

sunday	monday	tuesday	wednesday	thursday	friday	saturday
MARCH 13 - MAY 5 "WP" OR "WF" WITHDRAWAL PERIOD BY DEAN'S PERMISSION	WOMEN'S HISTORY MONTH	INFLUENCE CONFERENCE GOLDBERG PROJECT MARCH 6 - 11 CALL MUSIC DEPT.	 1 MARCH 8 STUDENT ELECTIONS VOTE!	 2 2nd 8 Weeks Courses Begin Ohio Ballet Mount Series 8 P.M. - KAT WOMEN'S SOUTHERN CONFERENCE TOURNAMENT 9 away game	 3 Last Day to Drop Courses with W Grade  WOMEN'S SOUTHERN CONFERENCE TOURNAMENT 10 away game	 SOUTHERN CONFERENCE TOURNAMENT LADY HERD vs YOUNGSTOWN UNIVERSITY home game 4  WOMEN'S SOUTHERN CONFERENCE TOURNAMENT 11 away game
 SOUTHERN CONFERENCE TOURNAMENT 5	6	Self Care Series 12:30 MSC 7	Mid-Semester - 1st 8 Weeks Courses End Teachers Fair Student Government Election Hungary (film) Forum Series 8 P.M. - OMA 8	 9 Spring Vacation Classes Dismissed 16	 17	Spring Vacation Begins Classes Dismissed 18
12	13	Self Care Series 12:30 P.M. - MSC 14	Business Fair Don Morris Rm 11 A.M. - 4 P.M. St. Paul Chamber Orchestra Baxler Series 8 P.M. - KAT 15	16	17	18
 19	Spring Vacation Classes Dismissed  20	Spring Vacation Classes Dismissed 21	Spring Vacation Classes Dismissed 22	Spring Vacation Classes Dismissed 23	Spring Vacation Classes Dismissed 24	25
EASTER  26	Residence Halls Open 12 Noon Evening Classes Resume 4 P.M. 27	Day Classes Begin 8 A.M. Self Care Series 12:30 P.M. - MSC 28	University Theatre Play NOISES OFF! OMA - 8 P.M. Rina Dokshinsky Pianist Young Concert Artists 8 P.M. - SRH 29	University Theatre Play NOISES OFF! OMA - 8 P.M. 30	University Theatre Play NOISES OFF! OMA - 8 P.M. 31	

RESIDENCE HALLS/HOUSING

The Student Housing Office, Old Main 115, and Residence Life Office, TTE, maintain six residence halls which house approximately 2,150 students. Each residence hall provides students with the best possible living and learning conditions. The students' experiences in hall government, educational, social, and recreational programs, and their association with residence hall staff members give them an opportunity for sound academic and social development. All of the halls are located at convenient points on campus within a five-minute walk of any classroom building.

Marshall University has a mandatory housing policy requiring all freshmen and sophomores, if space is available, to reside in university owned and operated residence halls unless they reside with their parent(s) and commute to and from the university from that residence. Married students and students two years beyond high school are exempt.

Failure to comply with this policy will result in cancellation of the student's registration.

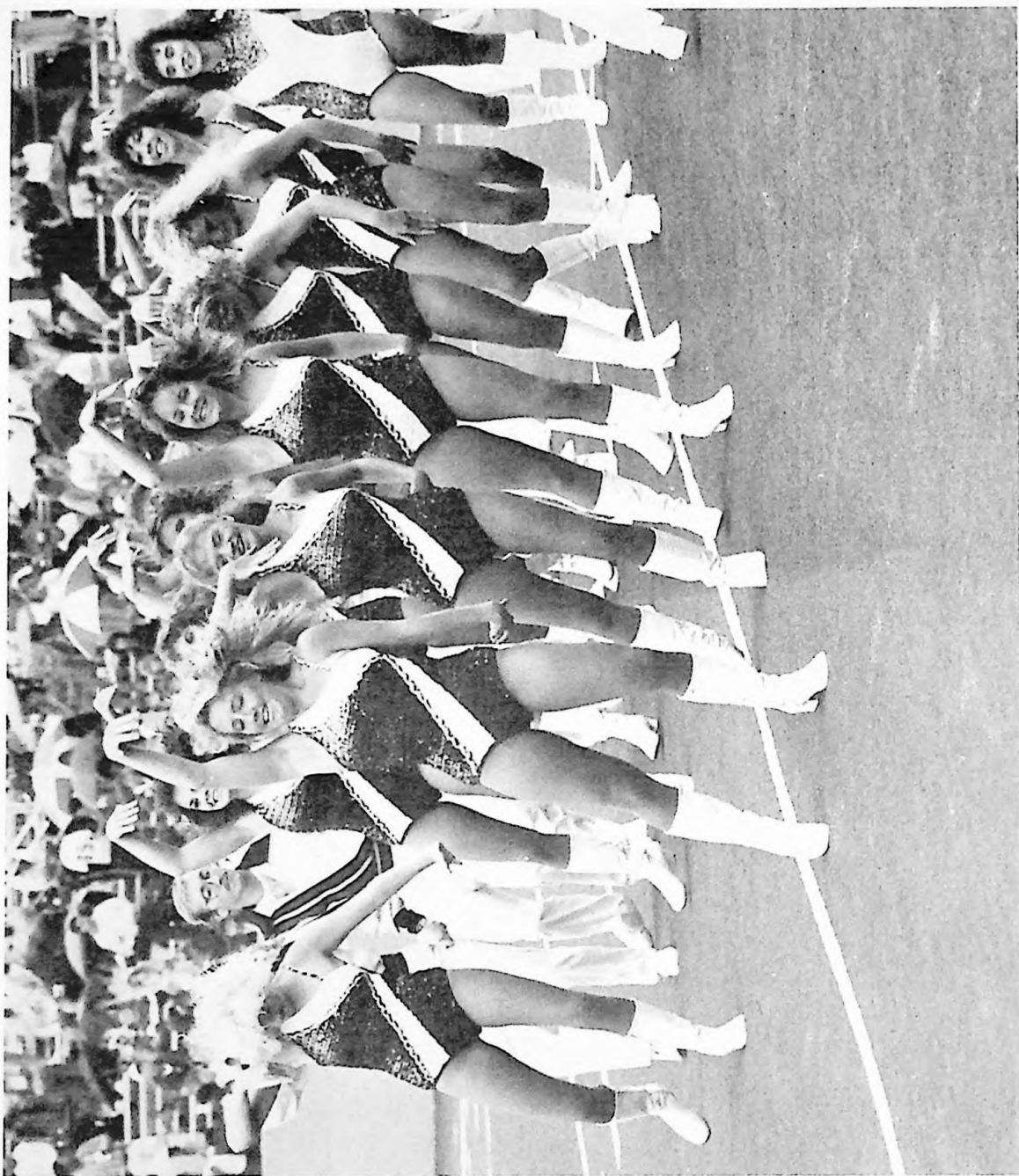
ROOM APPLICATIONS AND RESERVATIONS

Since all freshmen and sophomores who do not commute to the university from home are required to live in university residence halls, all freshmen admitted by the university are sent residence hall applications. The applications must be accompanied by a \$100.00 deposit (refundable if cancellation notice is received prior to July 1).

Fifty dollars of this amount is placed into a damage deposit account in the student's name for the duration of on-campus occupancy. This amount is refunded to the student when he/she permanently severs ties with the Housing Office. The remaining \$50.00 is considered a reservation fee and is deducted from the total amount due on the first room and board invoice.

Room assignments are made on first come, first serve basis, without regard to the student's race, religion, political affiliation, sex, age, handicap, sexual orientation, or national origin. Students wishing to room together should make every effort to send in applications and the deposit fee in the same envelope. The student is assigned to the residence hall of his/her choice if at all possible. Applicants who do not initially receive their first choice of residence halls will be placed on a waiting list through July 31. Roommates who apply together will not be transferred separately unless otherwise indicated.

Although the housing contract is for a full academic year, room and board fees are paid in two (2) installments, due on approximately August 9 and January 2.



April 1989

sunday	monday	tuesday	wednesday	thursday	friday	saturday
APR. 3-7 ADVANCE REGISTRATION FOR SUMMER SESSION FOR CURRENTLY ENROLLED STUDENTS	APR. 10 - JUNE 9 CONTINUOUS REGISTRATION FOR SUMMER SESSION OPEN TO ALL ADMITTED STUDENTS	APR. 17-28 ADVANCE REGISTRATION FOR THE FALL SEMESTER FOR CURRENTLY ENROLLED STUDENTS				University Theatre Play NOISES OFF! OMA 8 P.M.
2	WELLNESS WEEK	WELLNESS WEEK Self Care Series 12:30 MSC Mystery of Edwin Drood Baxter Series 8 P.M. KAT	WELLNESS WEEK Austria (film) Forum Series 8 P.M. OMA	WELLNESS WEEK	WELLNESS WEEK Opera Workshop Presentation SRH 8 P.M.	Opera Workshop Presentation SRH 3 & 8 P.M.
	SPRINGFEST	SPRINGFEST Self Care Series 12:30 MSC	SPRINGFEST	SPRINGFEST Elmer Iseler Singers Forum Series 8 P.M. SRH	SPRINGFEST Last Day to Drop 2nd 8 Weeks Courses with W Grade	International Students Festival 4 P.M.
Birke Symposium: Doreen Rao Residency 9	Birke Symposium: Doreen Rao Residency 10	Birke Symposium: Doreen Rao Residency 11	Birke Symposium: Doreen Rao Residency 12	Birke Symposium: Doreen Rao Residency 13	Birke Symposium: Doreen Rao Residency 14	Birke Symposium: Doreen Rao Residency 15
GREEK WEEK	GREEK WEEK Symphonic Winds SRH 8 P.M.	GREEK WEEK Self Care Series 12:30 MSC	GREEK WEEK	GREEK WEEK	GREEK WEEK	GREEK WEEK
16	17	18	19	20	21	22
Choral Union, University Chorus SRH 3 & 8 P.M. 23		Self Care Series 12:30 MSC	University Theatre Play TBA	University Theatre Play TBA Yeager's Symposium Haydn, Creation SRH 8 P.M.	University Theatre Play TBA Graduate Reception International Students 3 P.M. MSC	University Theatre Play TBA
30	24	25	26	27	28	29

INTERCOLLEGIATE ATHLETICS

A single Department of Intercollegiate Athletics at Marshall University serves the needs of both men and women. Programs and facilities are growing in terms of quality as well as quantity with larger numbers of capable student/athletes receiving opportunities to compete.

Exciting things are happening throughout Marshall's athletic program. Some of the more noteworthy items include:

1. The Henderson Center, the multi-purpose facility, used by physical education, intramurals, recreation and intercollegiate athletics. The facility includes a main arena for basketball with seating for 10,291 and an eight lane natatorium with a moveable bulkhead to provide facilities for a diving pool as well as metric and yard races with a seating capacity for 800. Offices for the athletic department as well as training rooms, and coaches offices are located in the facility. Teaching stations and offices for the Department of Health, Physical Education, and Recreation, with facilities for women's sports, are also provided.

2. Marshall's athletic teams are fully competitive in the Southern Conference. Swimming, baseball, basketball, cross country, indoor track, football, outdoor track, golf and soccer teams all compete as part of MU's commitment to the NCAA's Division I athletic program structure.

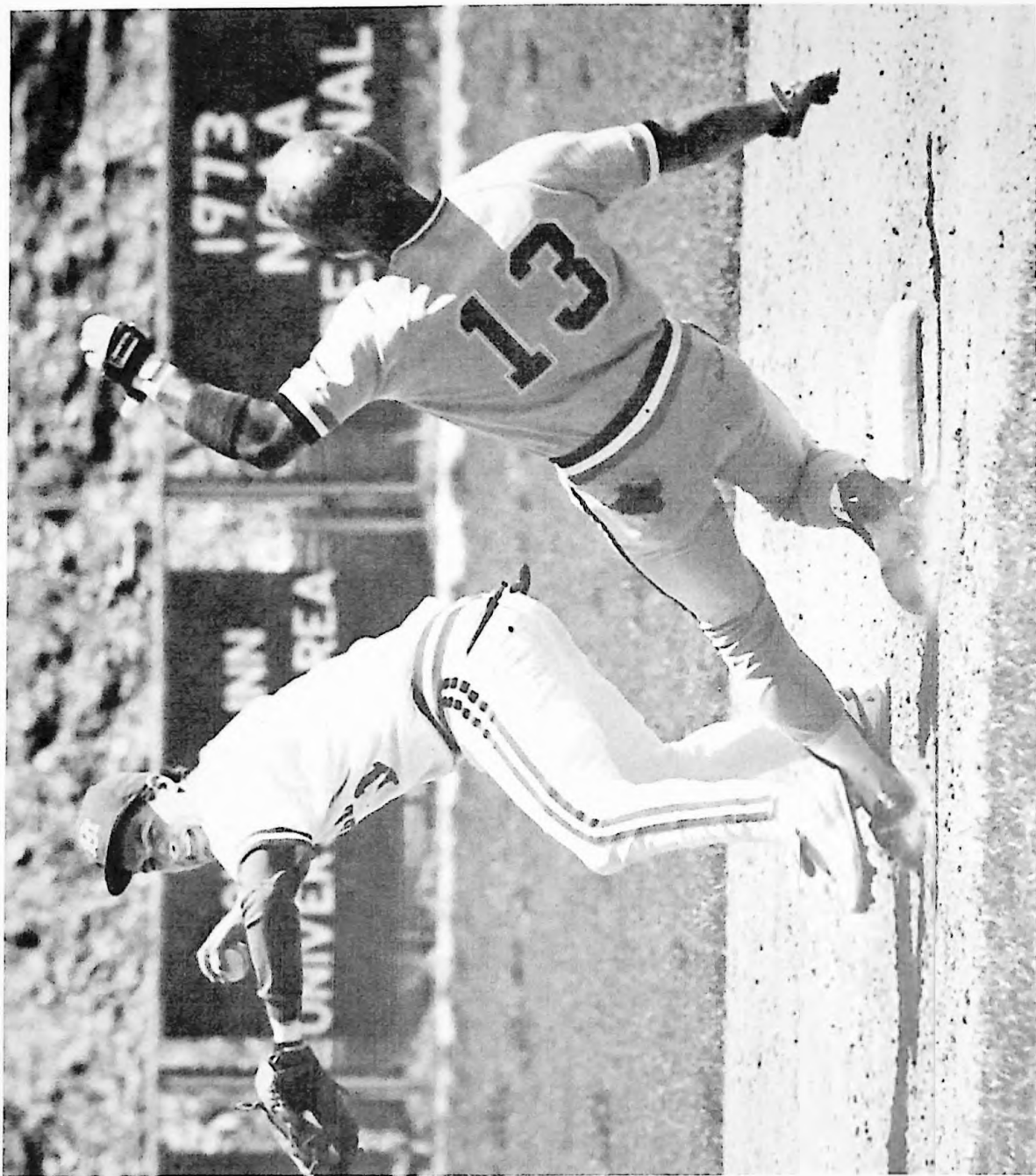
3. The growth of the women's program has been one of the marked accomplishments of the student-athletes and coaches, not only in terms of quantity but in quality. Marshall now boasts six women's teams: volleyball, basketball, tennis, cross country, indoor and outdoor track.

4. Fairfield stadium, the home of Marshall football for more than 50 years, includes a synthetic playing surface and a seating capacity of 17,312.


5. The Marshall University track was resurfaced in the spring of 1983 and is the finest track facility in the tri-state area. The track facility seats 3,000 and is equipped with "Accurack", the most recent development in automatic timing. Located next to the Henderson Center and Twin Towers, the track has an electronic scoreboard and a public address system, and is equipped with a steeple chase pit and a "discus and hammer" safety edge.

6. The Marshall golf team has three outstanding courses in the Huntington area to call home: The Guyan Golf and Country Club, the Spring Valley Country Club, and the Esquire Country Club. Other courses also furnish facilities when needed for special events.

7. The Marshall cheerleading squad, sponsored by the Department of Intercollegiate Athletics, stimulates enthusiasm and instills excitement during all games. Tryouts for the Varsity squad are held each year in late spring. Freshmen must have successfully completed 12 credit hours at Marshall University or another recognized University as a transfer student. Freshmen tryouts are held in April. All candidates must meet the NCAA GPA eligibility for Athletes. Information about cheerleader tryouts is posted on campus and publicized in the Parthenon.



May 1989

sunday	monday	tuesday	wednesday	thursday	friday	saturday
MAY 1 - AUGUST 25 CONTINUOUS REGISTRATION FOR FALL SEMESTER OPEN TO ALL ADMITTED STUDENTS	1	Self Care Series 12:30 P.M. - MSC	Minority Students Program Pizzaz 7 P.M.	4	5	6
	Exam Day	Exam Day	Study Day (Wed. night class exams)	Exam Day	Exam Day (Exams conclude at 3:30 P.M.) Residence Halls Close 6 P.M. (except for those graduating students)	152nd Commencement Exercises 11 A.M.
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
	Deadline for Submitting Final Grades 9 A.M.					
	Memorial Day Holiday University Closed					

RECREATIONAL SPORTS AND FITNESS ACTIVITIES

Intramural activities at Marshall University are an integral part of student life which gives eligible participants an opportunity to engage in a wholesome recreational experience. The program is designed to be competitive for the benefit of students who do not compete on an intercollegiate basis.

The Intramural Sports Program at Marshall is a College of Education program which is operated through the Department of Health, Physical Education and Recreation. The Intramural Department of Marshall University encourages all students to enjoy sports participation available through intramurals.

Approximately 80 percent of the total student body of Marshall compete in some form of recreational and intramural activities. At present the intramural program includes the following:

INTRAMURAL ACTIVITIES

Fall	Spring
Managers Meeting	Managers Meeting
Tug-Of-War (M,W)	Basketball Freethrow (M,W)
Softball (M,W)	Racquetball Singles (M,W)
Tennis Singles (M,W)	Swimming (M,W)
Beach Volleyball (M,W)	Indoor Soccer (M)
Volleyball (M,W)	Tennis Doubles (W)
Badminton Singles (M,W)	Wrestling (M)
Field Goal Kicking (M)	Horseshoes (M,W)
Cross Country (M,W)	Racquetball Doubles (M,W)
Basketball (M,W)	Track and Field (M,W)
Backgammon (M,W)	16" Softball (M,W)
Darts (M,W)	
Pickleball (M,W)	

CO-RECREATIONAL

These activities are for both men and women and certain ones* have been assigned point values which go towards the Intramural President Cup totals.

Fall	Spring
Team Tennis*	Racquetball Doubles
2 on 2 Basketball*	Volleyball*
Turkey Run	Pickleball*
Darts	4 on 4 Volleyball*
Pickleball Doubles	Softball*
Badminton Doubles	Beach Volleyball*
	Indoor Soccer
	16" Softball



June 1989

sunday	monday	tuesday	wednesday	thursday	friday	saturday
				1	2	3
4	5	6	7	8	9	10
	Classes Begin 8 A.M. Late Registration and Schedule Adjustment 8 A.M. - 4:30 P.M.				Application for July Graduation Due in Deans' Office	
11	12	13	14	15	16	17
18	19	20	21	22	23	24
					Last Day to Drop Courses with W Grade	
25	26	27	28	29	30	

FACILITY HOURS

**Pools

Henderson Center
Monday thru Thursday
6 p.m. to 9:30 p.m.
Sunday
1 p.m. to 5 p.m.

Gullickson Hall
Monday thru Friday
6:30 a.m. to 9 a.m.
12 p.m. to 2 p.m.
3 p.m. to 5 p.m.

any changes in the above schedule will be posted at the pool entrance.

**Racquetball Courts

Monday thru Thursday
8 a.m. to 10 p.m.
Friday
8 a.m. to 7 p.m.
Saturday
12 p.m. to 6 p.m.
Sunday
1 p.m. to 7 p.m.

**Steamroom (Co-Ed)

Monday thru Thursday
7:30 a.m. to 9:30 p.m.
Friday
7:30 a.m. to 6:30 p.m.
Saturday
10 a.m. to 5:30 p.m.
Sunday
1 p.m. to 6:30 p.m.

**Tennis Courts

Monday thru Friday
6 p.m. to 9 p.m. (Third Ave.)
8 a.m. to 9 p.m. (Fifth Ave.)
Saturday
10 a.m. to 6 p.m.
Sunday
1 p.m. to 7 p.m.

**Nautilus and University Weights

Monday thru Thursday
8 a.m. to 10 p.m.
Friday
8 a.m. to 7 p.m.
Saturday
10 a.m. to 6 p.m.
Sunday
1 p.m. to 7 p.m.

When closed for classes, the times will be posted in the Weightroom.

**Free Weights

The schedule will be posted in the Weightroom

**Intramural Office

-HC 2018
Phone 696-6477
Monday thru Thursday
8 a.m. to 10 p.m.
Friday
8 a.m. to 7 p.m.
Saturday
10 a.m. to 6 p.m.
Sunday
1 p.m. to 7 p.m.

**Intramural Equipment Room

GH Basement
Monday thru Friday
8 a.m. to 3:30 p.m.
Saturday
12 p.m. to 3 p.m.
Sunday
1 p.m. to 4 p.m.

**Camping Equipment must be checked out Thursday from 6 p.m. to 9 p.m. and checked in Tuesday from 2 p.m. to 5 p.m. No Exceptions.

I.D. cards of faculty and staff guest passes are required for admission to the above areas.

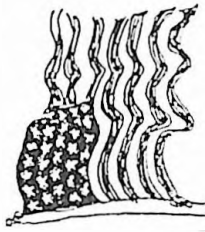
I.D. cards are required to check out equipment.

Students may bring one guest to the pools - no guest pass needed. Henderson Center and Gullickson Hall are open from 8 a.m. to 4:30 p.m. Monday through Friday during student holidays.

Pools and Equipment Room are closed during student holidays. Facilities are closed during home football day games.



July 1989

sunday	monday	tuesday	wednesday	thursday	friday	saturday
JULY 5-13 "WP" OR "WF" WITHDRAWAL PERIOD BY DEAN'S PERMISSION						1
2	Classes Dismissed	Independence Day University Closed	 5	6	7	8
9	10	11	12	13	14	15
	Deadline for Submitting Final Grades 9 A.M.	Classes Begin 8 A.M. Late Registration and Schedule Adjustment 8 A.M. - 4:30 P.M.			Application for August Graduation Due in Dean's Office	
16	17	18	19	20	21	22
23	24					
30	31	25	26	27	28	29

ACTIVITIES

COMMUTERS

Let's face it, some commuting students find it difficult to feel a part of Marshall University. However, in recent years, our commuting students at Marshall have become very significant in numbers and importance to the entire University community. As a result, we have increased services and facilities for commuters, but like every student at Marshall, you must make the decision yourself about how involved you will be during your undergraduate experience.

Joining student organizations is an excellent way to become a part of Marshall's campus life. If you enjoy programming entertainment you could join the Special Events Committee of Student Activities, which presents entertainers during the day at the times most convenient for commuters. All campus activities are open to you - so watch for intramural information, Coffee House (Marcos) entertainment, specials and evening programs. Another excellent avenue for involvement is through Student Government.

In addition, Student Life provides an attorney to assist students with consumer needs, contract, or other legal concerns.

Facilities available include lockers, a commuter lounge, vending machines, and dining facilities in the Memorial Student Center. You may also purchase meals in the residence hall cafeterias.

Commuter concerns are a high priority for Students Affairs, and our goal is to meet your needs more fully and provide additional services. If you have any questions, need information, or have suggestions, please contact the Student Life Office (696)6420 or the Student Government Office (696)6435.

ACTIVITY CARD

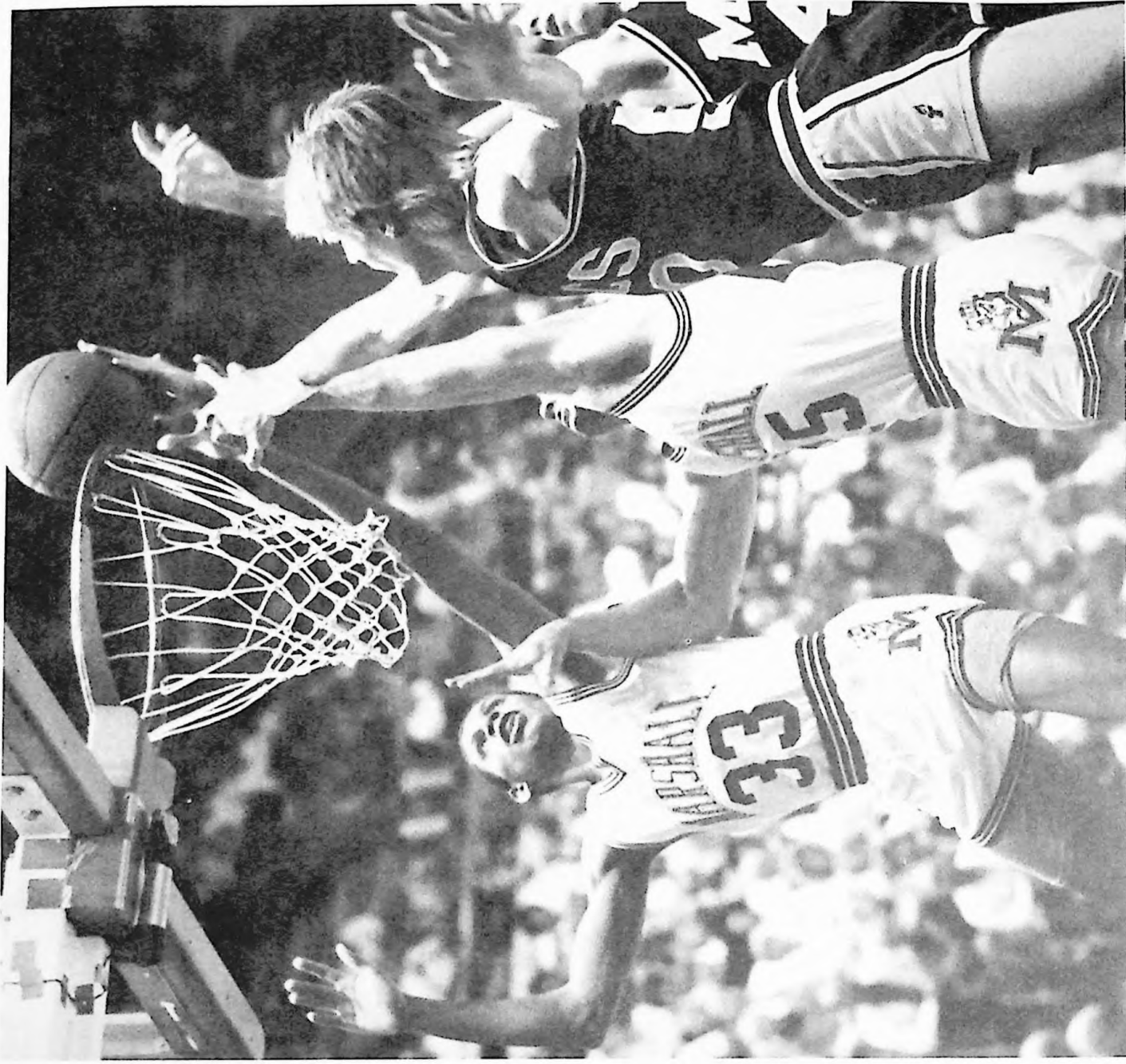
If you are enrolled for seven (7) or more credit hours on campus, you pay both an institutional activity fee (\$60.65) and an athletic fee (\$52.50). The activity card you receive entitles you to:

- admission to all Campus Entertainment, Unlimited events
- admission to all MU athletic events
- admission to Marshall Artists Series programs
- admission to convocations, forums, and University Theatre productions
- Health Service care (for specific health services see page 11)
- a copy of the Marshall University yearbook, the **Chief Justice**
- a copy of the Marshall University student newspaper, **The Parthenon**

A special fee of \$62.00 may be paid for the spouse of a full-time student to cover attendance at athletic events, convocations, forums, and the Marshall Artists series programs.

All fees are subject to change.

Note: Occasionally, for some programs, there may be an additional charge.



sunday	monday	tuesday	wednesday	thursday	friday	saturday
AUGUST 7 - 17 "WP" OR "WF" WITHDRAWAL PERIOD BY DEAN'S PERMISSION					Last Day to Drop Courses with W Grade	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
					Second Summer Term Ends	
20	21	22	23	24	25	26
	Deadline for Submitting Final Grades 9 A.M.					
27	28	29	30	31		

CAMPUS CHRISTIAN CENTER

A MINISTRY FOR THE CAMPUS AND THE COMMUNITY

The Campus Christian Center offers ministry to members of the campus and the community through a wide range of programs. The ecumenical staff of the Center responds to various spiritual, personal and vocation needs and helps humanize life on the large campus.

Programs designed and administered by both staff and students include:

Bible Study and Prayer

Personal commitment and growth through Bible study seminars, prayer groups and retreats.

Personal Growth Groups

Small groups of 8-12 students whose specific purpose is to share their faith, needs and personal problem-solving.

Faculty Ministry

The special needs of faculty and administration are met through luncheons, seminars, consultations, and classroom participation. Several faculty members serve as members of the Campus Christian Center Board of Directors.

Forum

The center involves university, community, and church in dialogue about significant sociotheological issues. Recent forums have explored implications of faith for world and local hunger, domestic violence, and terrorism.

Lectures and Concerts

The center sponsors occasional visiting lecturers, noted theologians, and musical and drama groups.

Other Programs

Offered as campus ministry responds to new needs, issues and concerns at Marshall.

Music

Denominational and ecumenical choral groups.

The Campus Christian Center

An ecumenical ministry supported and sponsored by the West Virginia Baptist, Southern Baptist, Christian Science, Disciples of Christ, Episcopal, Lutheran, United Methodist, Presbyterian, Roman Catholic and United Church of Christ denominations. The program is planned by the above denominations, along with Campus Crusade.

Meeting Rooms

The center has a number of meeting rooms available at minimal fee to off/on campus groups for any purpose which is consistent with MUCCC basic philosophy.

Chapel

Worship - Formal and informal campus worship experiences relating the Christian faith to today's needs. Also available for weddings.

Volunteers in Community Service (VICS)

For those who wish to be involved in personal ministries in the community VICS provides opportunities such as hospital and nursing home visitation or working in recreational programs, big brother projects, crisis intervention services and literacy training.

MEMORIAL STUDENT CENTER

Built as a memorial to the victims of the 1970 airplane crash, the Center serves as the focal point for many campus activities, recreation, meetings and dining. Housed within the modern three-story facility are a cafeteria, Marco's (coffee house), a bookstore, a sweet shop, bowling lanes, game-rooms, study areas, community lounge with a large television screen, and two tanning salons, meeting rooms, an information center, a flower shop, multi-purpose room, and the Don Morris Room. Also included in the Center are the offices of Student Life, Alumni Affairs, Student Government, Attorney for Students, Ombudsman, Student Activities, Marshall Artist Series, Minority Affairs, Conference and Facilities, and the Director of Auxiliary Services.

Student groups desiring to reserve a table in the lobby of the Center must complete the necessary forms in the Student Life Office (2W31). Groups wishing to reserve space for meetings, programs or special events need to make arrangements in the Office of Conferences and Facilities (1W31) in the lobby.

Other services housed in the Memorial Student Center include: **Lost and Found** - Hundreds of missing items turn up at the campus Lost and Found located at the Student Information Desk in the lobby. (696)2365.

Dry Cleaning Service - The Memorial Student Center, in conjunction with White Way Cleaners, also offers dry cleaning services at the Student Information Desk.

NEWMAN CENTER

The Marshall Newman Center is the home of the Marshall Catholic Community which consists of Catholic students, faculty, and staff of the University and their children.

The center community provides the students with Sunday and weekday masses, adult initiation/convert instructions, student fellowship, retreats, marriage preparation, Bible studies, prayer meetings, one-on-one counseling, and social gatherings.

The center is also the residence of the Catholic chaplain. If you would like to speak with the chaplain for any reason, feel free to call (525-4618) or just drop in and he will make every effort to be available. The Newman Center is located at 1609 Fifth Avenue directly across from Corbly Hall.



GREEK LIFE

GREEK LIFE

Eighteen Greek Letter Chapters are recognized by the University. Of these, 10 are fraternities and 8 are sororities. Fraternities are members of the Interfraternity Council (IFC), while sororities are members of the Panhellenic Council (PHC). Greek Letter Chapters seek to enhance the ideals of brotherhood and sisterhood, while helping the community, and University through various service programs. Membership recruitment (Rush) takes place throughout the year, but particularly twice a year (fall and spring) during rush week. After Rush, if a student receives an invitation to pledge a chapter (a bid) and he or she wishes to accept, the student begins the process of pledging.

PANHELLENIC COUNCIL

PURPOSE:

To promote inter-sorority activities and to offer services and programs for individual sororities which help to strengthen the Greek system. The Panhellenic Council also organizes sorority rush.

EVENTS AND PROGRAMS:

Rush, Faculty/Staff Receptions, Pledge Parties, Greek Week, campus and community service projects.

REQUIREMENTS FOR MEMBERSHIP:

All recognized Marshall sororities are eligible.

ADVISOR:

Kevin P. Shannon, Coordinator of Greek Affairs
Memorial Student Center, Suite 2W31
Telephone: 696-2284

INTERFRATERNITY COUNCIL

PURPOSE:

To promote inter-fraternity activities and sponsor programs for the development of the individual fraternities.

EVENTS AND PROGRAMS:

Greek Dances, Rush, Greek Week, campus and community service projects.

REQUIREMENTS FOR MEMBERSHIP:

All recognized Marshall fraternities are eligible.

ADVISOR:

Kevin P. Shannon, Coordinator of Greek Affairs
Memorial Student Center, Suite 2W31
Telephone: 696-2284

SORORITIES

PANHELLENIC COUNCIL
c/o Office of Greek Affairs
Marshall University
Huntington, WV 25755-3208
696-2284

ALPHA CHI OMEGA
1601 5th Avenue
Huntington, WV 25701
523-4609

ALPHA KAPPA ALPHA
c/o Office of Greek Affairs
Marshall University
Huntington, WV 25755-3208
696-2284

ALPHA XI DELTA
1645 5th Avenue
Huntington, WV 25701
525-8886

DELTA SIGMA THETA
c/o Office of Greek Affairs
Marshall University
Huntington, WV 25755-3208
696-2284

DELTA ZETA
1695 6th Avenue
Huntington, WV 25701
696-9605

PHI MU
c/o Office of Greek Affairs
Marshall University
Huntington, WV 25755-3208
696-2284

SIGMA GAMMA RHO
c/o Office of Greek Affairs
Marshall University
Huntington, WV 25755-3208
696-2284

SIGMA SIGMA SIGMA
1639 6th Avenue
Huntington, WV 25701
696-9310

FRATERNITIES

INTERFRATERNITY COUNCIL
c/o Office of Greek Affairs
Marshall University
Huntington, WV 25755-3208
696-2284

ALPHA PHI ALPHA
c/o Office of Greek Affairs
Marshall University
Huntington, WV 25755-3208
696-2284

ALPHA SIGMA PI
2021 5th Avenue
Huntington, WV 25701
696-9627

ALPHA TAU OMEGA
1429 5th Avenue
Huntington, WV 25701
696-9677

KAPPA ALPHA PSI
c/o Office of Greek Affairs
Marshall University
Huntington, WV 25755-3208
696-2284

LAMBDA CHI ALPHA
1440 5th Avenue
Huntington, WV 25701
696-9830

PHI DELTA THETA
1441 7th Avenue
Huntington, WV 25701
522-8276

PI KAPPA ALPHA
1625 5th Avenue
Huntington, WV 25701
522-4416

PI KAPPA PHI
c/o Office of Greek Affairs
Marshall University
Huntington, WV 25755-3208
696-2284

SIGMA PHI EPSILON
1401 5th Avenue
Huntington, WV 25701
528-9031

TAU KAPPA EPSILON
c/o Office of Greek Affairs
Marshall University
Huntington, WV 25755-3208
696-2284



CULTURAL ACTIVITIES



ARTIST SERIES

The Marshall Artists Series provides for the educational and cultural enrichment of the University and Greater Huntington communities by presenting artists and attractions of national and international reputation in the areas of music, theatre, dance, opera, lecture and quality films. Programs are selected for their universality and their likelihood of increasing knowledge, understanding, and intellectual and aesthetic curiosity. Supplementing the performances are many workshops, seminars, master classes and other activities.

Students with valid I.D. and Activity Card may attend all programs at no charge, since these programs are funded in part by the Student Activity Services Fee. In addition to their one (1) free ticket, students may purchase one (1) additional ticket at half-price for many of the programs. Students may obtain performance tickets three (3) weeks prior to the desired performance. (Two weeks prior to each performance tickets are made available to the general public.) Students serve on the Artists Series Advisory Board and help to select the programs presented each year. Applications are available in the Fall from the Artists Series Office.

Tickets and program information may be obtained in the Artists Series Office, MSC 1W/23 (696)-6656 from 8:00 a.m. until 4:30 p.m. Monday through Friday, and one (1) hour prior to each performance at the theatre entrance.

DEBATE AND INDIVIDUAL EVENTS TEAMS

Any student enrolled full-time and interested in the intercollegiate competition in debate or individual events may contact the Speech Department at 696-6786 for additional information.

CHORAL ENSEMBLES

Marshall University has a highly active program of choral ensembles which are available to all students. All ensembles can be taken for one credit hour and may be repeated for credit.

Choral Union:

No audition required. Rehearsals: Monday evenings 7:15 - 9:45 p.m. in Smith Music Building Room 150.

The Marshall Choral Union is made up of University students, faculty, and townspeople and performs a major work of choral literature with orchestra each semester. Past performances have included Handel Messiah, Bach St. Matthew Passion, and Beethoven Symphony #9. Conducted by Dr. Line.

University Chorus:

No audition required. Rehearsals: M, W, F 12:00 noon to 12:50 p.m. in Smith Music Building Room 150.

University Chorus is open to ALL University students regardless of academic major. The Chorus performs on campus twice yearly and occasionally tours West Virginia and the Tri-State Area. The ensemble performs a wide variety of musical styles in their concert programs. Conducted by Dr. Line.

Chamber Choir:

Audition required with the director. Rehearsals: M, W, F 2:00 - 3:20 p.m.

The Marshall University Chamber Choir consists of from 24-36 singers who perform the great chamber choral literature of the past five centuries. An annual tour is a feature of this advanced choral ensemble. Conducted by Dr. Line.

Opera Workshops:

Permission of instructor required. Rehearsals: M, W, F 3:30 - 4:50 p.m. in Smith Music Building Room 150.

Opera Workshop is open to advanced singers interested in opera repertoire and to other students interested in the technical aspects of staging opera and operettas. Directed by Professor Eikum.

For more information, contact Dr. Joseph Lane, Director of Choral Activities, Room 157 Smith Music Building, or call (696)-2317.

MUSIC DEPARTMENT CONCERTS

The Department of Music presents numerous concerts and recitals in Smith recital Hall each year. Besides performances by individual faculty members and students, concerts are given by the following groups: Marshall University Symphony Orchestra, Symphonic Choir, Opera Workshop A Cappella Choir, Symphonic Wind Ensemble, Symphonic Band, Woodwind Ensemble, Percussion, Choral Union and University Jazz Singers. Students are welcome to attend without admission charge.

Membership in most of these groups is open to all students. For further information, contact the Department of Music located in Smith Music Hall, or call the Music Department Office at (696)-3117.

UNIVERSITY BANDS & AUXILIARY UNITS

Membership in the Marching Band, Symphonic Band, and Jazz Ensembles is open to all students. Credit (one per term) is offered for each organization.

No audition necessary for the 200+ member Marching Band. No fees are charged for the use of equipment or instruments. The Marching Band makes appearances at all home football games, local parades, and takes one expenses-paid trip per year. In addition to band camp (the week before school starts) the band rehearses on Mondays, Wednesdays, and Fridays from 3:30 to 5:00 p.m.

The Symphonic Band rehearses on Tuesdays and Thursdays from 2:00 to 3:15 p.m. Permission of the director, room 146 Smith Music Hall, is necessary for participation.

Members of the Majorette Corps, Flag Corps, Rifle Corps, Twirlers and Drum Majors are chosen during the Spring Semester. These groups perform with the marching band at all marching appearances during the Fall Semester.

There are two Jazz Ensembles, one which rehearses from 10:00 to 10:50 and the other one which rehearses from 12:00 to 12:50 on Mondays, Wednesdays, and Fridays. Permission of the director, room 304 Smith Music Hall, is necessary for participation.

UNIVERSITY THEATRE

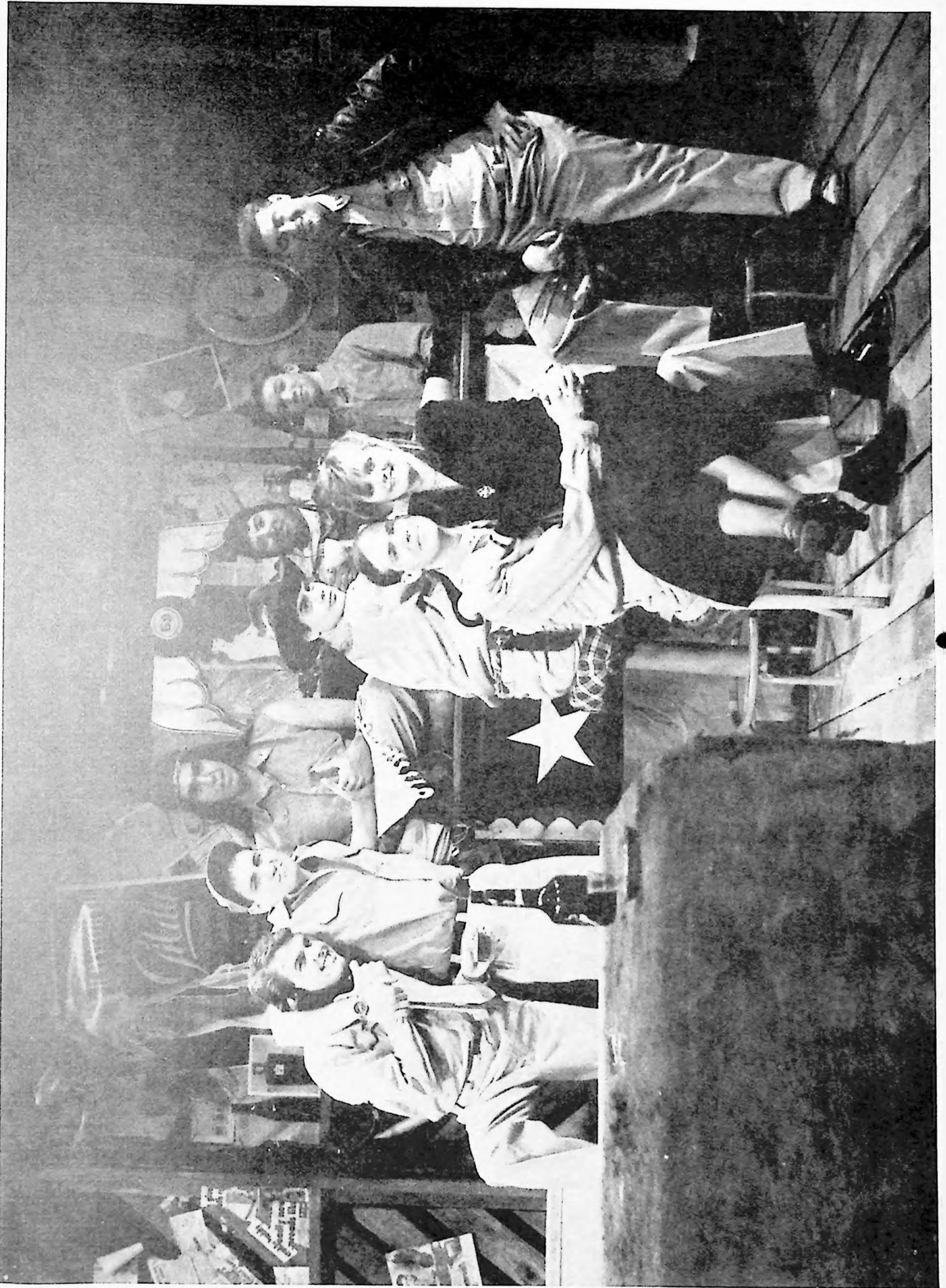
University Theatre, an all-university activity, is under the direction of the Department of Theatre/Dance. Five to seven full-length plays are given each year. In addition, several studio performances are staged annually.

Major productions are presented in Old Main Auditorium. Smaller productions are staged in Smith Hall Auditorium.

Tickets are free with student activity card.

Annually the Theatre/Dance and Music Departments present a large musical comedy in Old Main Auditorium for which there is a charge for tickets.

For more information about University Theatre productions or the musical comedy, call (696)-ARTS.



BROADCASTING

WMUL RADIO STATION

All students are invited to participate in the Marshall University radio station, WMUL-FM. An audition may be required for on-air work. WMUL broadcasts on 88.1 Mhz on the FM band, seven days a week during regular semesters, and on a limited summer schedule. An award-winning member of the Associated Press Wire Service and the Intercollegiate Broadcast System, WMUL broadcasts a wide variety of programming for students and other listeners in Huntington, including contemporary jazz, progressive rock, contemporary Christian, and urban contemporary, as well as a specialty show of "oldies rock 'n' roll." WMUL provides two major newscasts during weekdays and local newscasts throughout the day. WMUL is affiliated with the ABC-FM Network. WMUL broadcasts many Marshall sports events, including football, men and women's basketball, baseball, and soccer.

For more information, contact the offices of WMUL, located on the second floor of the Communications Building, or call (606)6640. WMUL operates under the direction of the University Department of Speech.

WPBY-TV

WPBY-TV, Channel 33, a service of the West Virginia Educational Broadcasting Authority, provides noncommercial public television programming to the Huntington/Charleston area. The station is based on the Marshall University campus in Huntington with an additional production facility located in Nitro. Students are employed by the station for part-time help in all phases of television production. WPBY features coverage of MU sports events, the MU Jazz Festival, cultural programs and MU Report, produced in cooperation with the Journalism Department. Channel 33's schedule also includes programs concerning area issues and coverage of the West Virginia Legislature. "STATE-WIDE", the weekly public affairs program broadcast by West Virginia's three public television stations via the microwave inter-connect, originates from WPBY's studios. Limited workstudy opportunities and part-time employment are available. In-school and college credit courses are part of the 126 hour-per-week schedule of Channel 33.



PUBLISHING

CHIEF JUSTICE

The university's yearbook presents a pictorial review of each year's highlights and includes all phases of the university community. Any student may apply for a position on the staff. Each full-time student who attends Marshall the first and second semester is entitled to a copy of the Chief Justice at no cost, as long as copies are available, with seniors given priority. Distribution is in the spring.

ET CETERA

Marshall's literary magazine contains the best of student poetry, fiction and art. With a circulation of over 2000, it is one of the larger literary magazines in the area. Contributions are usually accepted year-round, and the magazine is published in April. Et Cetera is edited by a student staff. For more information, call (696)-6645, or stop by the office CH402A.

MINORITY EXPRESSIONS

The Minority Expressions newsletter is published four times during the academic year by the Minority Students' Program Office. Articles discuss the minority perspective on relevant issues such as education, cultural and academic achievement, black student organizations, poetry, speakers, programs, a calendar section and other issues of interest to minorities and the general campus community.

If you are interested in learning more about the newsletter, please contact the Minority Students' Program Office at 696-6705.

MSQUOTES

MsQuotes magazine is published two times during the academic year by the Women's Center. It offers articles on politics, health, and other issues of special interest and concern to women, plus book reviews, poetry, a women's calendar, and a section containing information briefs. If you are interested in being a contributor, contact the Women's Center, (696)-3112.

THE PARTHENON

The student newspaper, written and edited entirely by students, is published four times per week (Tuesday through Friday) during the fall and spring semesters, and once weekly during summer terms. Financed through advertising and student activity fees, The Parthenon is distributed free on campus to students, faculty and staff. Although much of the writing and editing is done by students in journalism classes, non-journalism majors are invited to apply for staff positions.

STUDENT HANDBOOK

The Student Handbook is published by the Division of Student Affairs. It is designed for all students, but especially for new students, to help familiarize them with the campus and university community. Distribution is through the Office of the Vice-President/Dean of Student Affairs, Old Main 116.

WELLNESS WAYS

Wellness Ways is a newsletter published four times during the academic year by Student Health Education Programs. It consists of articles on current health trends and issues, with a focus on the wellness concept. If you would like to be on the mailing list, contact Student Health Education Programs at 696-4800.



STUDENT ORGANIZATIONS

DEAR STUDENT

For many of you, college is a new experience. Whether this is the first opportunity to live away from home or the first step towards a career change, it is time to develop or enhance your personal and social goal. At Marshall, we believe a totally educated person is one whose experience and knowledge are expanded through involvement in worthwhile activities and projects in addition to the classroom experience.

To assist you, Marshall University encourages the formation of a variety of organizations in which you may pursue your specific interests. Currently, over one hundred functional student organizations or clubs have been officially recognized by the University. You are welcomed and encouraged to join and participate in the ones that most appeal to you.

Marshall University provides almost any kind of co-curricular and extra-curricular activity. There's something for everyone, whether your interests are in Social, Religious, Interest, Professional, Departmental, or Honorary activities.

If you wish to begin a new group, or require information about existing ones, please contact the Office of Student Activities and Organizations, located in Room 2W38, second floor of the Memorial Student Center. We provide assistance and will attempt to answer all your questions. Your participation will provide you with "hands-on" experience in leadership, communication, administration and general human relations skills. Please feel free to stop by any time or call us at (696)-6770.

The following is a list of Marshall University recognized student organizations as of January 1988.

ALPHA CHI SIGMA
ALPHA EPSILON RHO
ALPHA KAPPA PSI
ALPHA PHI OMEGA
ALPHA PHI SIGMA
ALPHA PSI OMEGA

AMERICAN CHEMICAL SOCIETY STUDENT AFFILIATES
AMERICAN MEDICAL STUDENT ASSOCIATION
ANTHROPOLOGY/ARCHAEOLOGY CLUB
BAPTIST CAMPUS MINISTRY
BAPTIST STUDENT UNION
BLACK UNITED STUDENTS

CAMPUS CRUSADE FOR CHRIST
CANTERBURY FELLOWSHIP
CHIEF JUSTICE
CHINESE STUDENT ASSOCIATION
CHURCH OF CHRIST STUDENT GROUP
COLLEGE REPUBLICANS
DELTA OMICRON

DISTRIBUTION EDUCATION CLUBS OF AMERICA
GAMMA BETA PHI
GAMMA THETA Upsilon
GRADUATE STUDENT ASSOCIATION
HOME ECONOMICS CLUB
ILLUSTRATION AND DESIGN ASSOCIATION
INTERNATIONAL CLUB
KAPPA DIAMOND COURT
KAPPA OMICRON PHI

KERAMOS STUDENT POTTERS GUILD
LAMBDA ALPHA EPSILON
LUTHERAN STUDENT MOVEMENT
MARSHALL NEWMAN ASSOCIATION
MARSHALL AMERICAN MARKETING ASSOCIATION
MARSHALL RACQUETBALL CLUB

MARSHALL UNIVERSITY ACCOUNTING CLUB
MARSHALL UNIVERSITY COLLEGIATE 4H CLUB
THE MARSHALL UNIVERSITY DANCE COMPANY
MARSHALL UNIVERSITY DISABLED STUDENT ORG.
MARSHALL UNIVERSITY ENGINEERING SOCIETY

MARSHALL UNIVERSITY FORENSIC UNION
MARSHALL UNIVERSITY GEOLOGICAL SOCIETY
MARSHALL UNIVERSITY KARATE CLUB
MARSHALL UNIVERSITY MASS CHOIR
MARSHALL UNIVERSITY ROTC THUNDERING HERD BATTALION
MARSHALL UNIVERSITY SCHOOL OF MEDICINE FAMILY PRACTICE CLUB
MARSHALL UNIVERSITY SOCIETY OF ENGLISH
MARSHALL UNIVERSITY SPORTS MEDICINE CLUB
MARSHALL UNIVERSITY STUDENT ALUMNI ASSOC.
MARSHALL UNIVERSITY STUDENT SOCIAL WORK ASSOC.
MARSHALL UNIVERSITY TAE KWON DO CLUB

MINISTRY OF RECORDS
MODEL LEAGUE OF ARAB STATES CLUB
MODEL UNITED NATIONS
MUSLIM STUDENT ASSOC. OF MARSHALL UNIVERSITY
NATIONAL MANAGEMENT ASSOC.
NATIONAL STUDENT SPEECH, LANGUAGE, HEARING ASSOC.
OFFICER CHRISTIAN FELLOWSHIP
OMICRON DELTA EPSILON
OMICRON DELTA KAPPA
PROWL
PARK AND RECREATION ORG. FOR STUDENTS

PHI ALPHA THETA
PHI MU EPSILON
PI DELTA PHI
PI OMEGA PI
PI SIGMA ALPHA
THE PROPELLER CLUB
PSI CHI

PUBLIC RELATIONS STUDENT SOCIETY OF AMERICA
RETURNING STUDENT ORGANIZATION
R.O.T.C.

SCABBARD AND BLADE
SIGMA DELTA CHI
STUDENTS FOR CHRIST
STUDENT NURSES ASSOCIATION
UPSILON PI EPSILON

NON-DISCRIMINATION IN MEMBERSHIP

"Every student organization recognized by Marshall University is expected to be free to select its membership upon the basis of individual merit without regard to race, sex, religion, age, sexual orientation or national origin. This stipulation also extends to those qualified individuals who may have a psychological or physical handicap. This policy applied to all student organizations specifically exempted by virtue of Sec. 804 (b) of the Higher Education Act of 1965. Signature of the president and advisor on the lines indicated verifies receipt and comprehension of the above statement. Marshall University reserves the right to consider withdrawal of recognition to any organization found, in due process, to be in violation of said policy."

GUIDELINES FOR ORGANIZATIONS

RELATIONSHIP STATEMENT

Marshall University recognizes both the right to exist and the mutual benefit of existence of co-curricular and extra-curricular activities. The University, in the certification process set forth, seeks the freedom of existence of student organizations and insures that designated privileges and support are available equally to all organizations that uphold the certification requirements. The University does not, however, automatically endorse the mission, goals or purpose of any student organization. Use of the University's name does not denote or assume that the institute will be liable for matters such as debts incurred or contractual arrangements.

THE CERTIFICATION PROCESS

- I. Specific Conditions of Certification
 - A. Maintain membership list with a minimum of seven (7) currently enrolled students.
 - B. Maintain one (1) officer in the position of President and at least one (1) officer in the position of Treasurer/Secretary. (Any exceptions must be submitted and approved in writing with the Dean of Students, or his/her designee.)
 - C. A faculty or staff member has agreed to serve as an advisor.
 - D. Submit all changes of the constitution to the Office of Student Activities and Organizations for approval by the Student Conduct and Welfare Committee (SCWC).
 - E. Maintain an on-campus address (a mail box is provided by the Office of Student Activities and Organizations). The address should read:

(Organization's Name)
c/o Marshall University
2W38 Memorial Student Center
Huntington, WV 25701
 - F. Submit all officer updates after elections/appointments within two (2) weeks of change(s) to the Office of Student Activities and Organizations.
 - G. Adhere to University policies; including, but not limited to, non-discrimination and hazing prohibitions.
 - H. Adherence to local, state and federal laws.
- II. Membership
 - A. It is limited to persons currently enrolled in the University.
 - B. It may not, in any form, discriminate on the basis of sex, race color, national origin, handicap, or sexual preference (unless specifically exempt by Title IX).
 - C. Criteria may be implemented as long as it is applied objectively to all prospective members and can be verified to have an actual relationship to the mission, purpose and goals of the organization and not subject to personal interpretation (i.e. "of good character" is difficult to define and is not measurable).

III. Leadership

- A. An undergraduate student seeking to hold an office either by election or appointment must have a minimum GPA of 2.0. A graduate student must have a minimum GPA of 3.0.
- B. An officer falling below his/her minimum GPA requirement will have the following semester as a probationary period to correct the deficiency. The organization's advisor will be notified of probation by the Dean of Students or his/her designee.
- C. Organizations whose officer(s) does/do not meet the minimum GPA requirements when elected will have one (1) month in which to replace him/her.
- D. Organizations not meeting the above requirements (Section III) will forfeit their certification with the University.
- E. Faculty and staff are not eligible to hold office in a student organization.

CERTIFICATION PROCEDURES FOR STUDENT ORGANIZATIONS

- I. Group's representative meets with Coordinator of Student Activities and Organizations (or his/her designee) at which time the representative will receive:
 - A. Copy of the PRESIDENT'S HANDBOOK
 - B. Copy of Recognition Form, and Specific Conditions of Certification
 - C. Consultation in regard to constitutional guidelines
 - D. Outline of student organization responsibilities
 - E. Outline of privileges granted to student organizations and orientation to services, resources, policies and procedures.
- II. Constitution and Certification form must be submitted to the Office of Student Activities and Organizations for review by the Student Conduct and Welfare Committee (SCWC). Organizations will have Provisional status until the SCWC makes its final recommendations in regard to the petitioning organization.
 - III. Final validation as a certified student organization is complete when it has been determined by the SCWC that:
 - A. No violation(s) of existing local, state or federal law, or University policy is/are contained or inferred in the submitted constitution.
 - B. The Certification Form has been correctly completed.
 - C. The organization has certified that membership requirements are non-discriminatory.
 - D. The organization has certified that hazing is not incorporated into the membership process.
 - E. A faculty or staff member has agreed to serve as the advisor to the organization. (Exceptions to this must be submitted and approved in writing with the Dean of Students, or his/her designee.)
 - F. There is a minimum of seven (7) currently enrolled students in the organization.
 - IV. All certified student organizations will receive a Certificate of Recognition.

V. **RECERTIFICATION**... All recognized student organizations must renew their Certificate of Recognition annually. Renewal must be completed by the first Friday of October of every academic year. Should that deadline not be met, all privileges accorded that organization shall be terminated. At such a time, same organization will be required to follow the same procedures to be recognized as any new organization.

****ALL FORMS SPECIFIC TO THE CERTIFICATION AND RECOGNITION PROCESS CAN BE OBTAINED IN THE OFFICE OF STUDENT ACTIVITIES AND ORGANIZATIONS IN 2W38 MEMORIAL STUDENT CENTER.**



STUDENT FINANCIAL ASSISTANCE

FINANCIAL AID CONSUMERISM INFORMATION

As students and their families make plans for meeting the cost of an education at Marshall University, they need to have an understanding of Financial Aid. The following information is designed to acquaint the reader with the University's Financial Aid Programs as well as other important information about Marshall. Hopefully, it will answer many of the questions which you have. It also explains the rights and responsibilities of an aid recipient. Unfortunately, financial aid programs experience frequent changes; therefore, some of the descriptions contained here may change soon after going to print. Current information is always available in the Office of Student Financial Assistance.

Remember, the primary responsibility for meeting the student's educational expenses rest with the family. The Financial Aid Program at Marshall University is designed to help those students whose families don't have access to the resources necessary to complete their education. Be sure to make thorough plans with regard to financing your education and investigate every potential resource available to you.

Definitions and Useful Information

- Financial Aid** - money that you receive from external resources (the University, the State, The Federal Government, Vocational Rehabilitation, ROTC and others) to be used in meeting expenses incurred while completing an educational program.
- Student Budgets** - estimated costs that a student will incur during an educational period. Your education could well depend upon your ability to live within sound budget. Budgets are intended to be realistically moderate but adequate. Student budget categories vary to recognize such as in-state and out-of-state tuition, on-campus and off-campus living situations, independent or dependent-living with parents status. Each year budget components are updated to reflect actual or average costs of particular classifications of student in the University community. If your particular situation is not adequately addressed in the institutional budget applied to you, you should appeal your concern to the Financial Aid Office.
- Financial Need** - the dollar figure which is the result of subtracting the family's expected contribution from the student budget.
- Financial Aid "Package"** - financial aid from different sources combined into one award to meet a student's financial need is called a package.

- Scholarships** - gift aid, generally based on academic performance or talent in a specific area and sometimes to help meet need.
- Grants** - gift aid generally based on financial need.
- Employment** - a job, usually part-time, the earnings from which can help pay for the costs of education.
- Student Loans** - long-term, low-interest loans which must be repaid usually after college.

FINANCIAL AID PROGRAMS AVAILABLE AT MARSHALL UNIVERSITY

- Scholarships are available to those who excel academically and to some who have other special skills. The general eligibility requirement for an academic scholarship is a 3.5 grade point average (GPA) (freshman must also have a minimum of a 2.4 ACT Composite*). The donor may add other specific requirements. Most scholarships are awarded to West Virginia residents. Priority for out of state awards goes to residents of Boyd County, Kentucky, and Lawrence and Gallia Counties, Ohio. *26 ACT composite beginning in 1989-90.
- The Pell Grant is an entitlement, gift aid program designed to be the initial "ingredient" in a student's financial aid package. Its entitlement nature guarantees that all students who are eligible will receive a Pell Grant Award. Eligibility is determined by a standard formula developed by the Department of Education and approved annually by Congress. Students may receive a Pell Grant until completion of the first baccalaureate degree or up to a maximum of five years of full-time enrollment. Every applicant will receive a Student Aid Report which will contain a Student Aid Index (SAI). Students are determined to have a financial need based on the SAI compared to the cost of attendance. Eligibility is further determined by enrollment status, maintaining satisfactory academic progress and compliance with all other general aid requirements. In 1988-89 Pell Grants range up to \$2,200.
- The Supplemental Educational Opportunity Grant (SEOG) is for undergraduate students who have not completed their first baccalaureate course of study and who financially need grant assistance to help them meet their educationally related expenses. Awards may range between \$100 and \$4,000 per year as determined by the institution. SEOG recipients at Marshall have significant financial needs.
- College Work-Study (CWS) provides jobs to students who need such earnings to meet a portion of their educational expenses. Graduates as well as undergraduate students who demonstrate financial need and meet the general eligibility requirements may be employed through this program. Students are paid at least a minimum wage and typically work 10 to 15 hours per week. Placement will, whenever possible, be in the area of the student's major or a major interest. Summer and off-campus opportunities are available to new and returning students when funds allow taking advantage of such opportunities.
- Student assistance employment (non-federally funded) opportunities are available on a limited basis to currently enrolled students. Applicants must typically possess a specific skill directly related to the work experience. Employment opportunities are posted at the southeast entrance of Old Main. Inquiries are made directly to the Financial Aid Office.
- The Perkins or Direct Student Loan Program is a long term low interest loan for students who meet the general eligibility requirements and who have a significant need for a loan to help meet educational expenses. Students may borrow up to \$4,500 during their first two years of undergraduate study, a cumulative maximum total of \$9,000 during the completion of the Bachelor's Degree, and up to a maximum of \$18,000 during graduate study (including undergraduate loans). The terms and conditions of the loan are disclosed within the promissory note. Generally, they include that interest is 5 percent on the unpaid balance, that repayment begins nine months after graduation or withdrawal from school normally lasting up to ten years and that various deferrals, cancellations, and postponements of repayment are possible. Interest begins to accrue at the time of repayment. Deferral and cancellation provisions are explained in the Promissory Note. Loan recipients are required to participate in an "exit" interview, before graduation, withdrawal, or leaving the University even if planning to return at a later date.
- The Guaranteed Student Loan Program (GSL) enables eligible students to borrow directly from their local lending institutions. The long-term loan is guaranteed by your state or a private non-profit agency. GSL's carry an eight percent annual interest rate for first time borrowers, however it is paid by the government until the student begins repayment. The student pays a 5% origination fee and a guaranty fee on each new loan. An undergraduate may borrow \$2,625 during the first two years and \$4,000 for each subsequent year up to \$17,250. Graduates may borrow \$7,500 per year up to a maximum total cumulative limit of \$34,750. Repayment begins in six months after graduation or withdrawal and up to ten years can be allowed for repayment. All loans are based on financial need. Additional requirements or loan stipulations are disclosed in Promissory Note.
- The SLS/PLUS Loan program currently carries a variable interest rate; repayment begins within 60 days. Loans are made through the borrower's local lending institution. Parents of undergraduate students can borrow up to \$4,000 per year with a maximum total of \$20,000. Independent undergraduates and graduates can borrow \$4,000 per year (including GSL) with a total maximum of \$20,000. Repayment of principal can be deferred if the borrower or the person for whom the loan is made is a student.
- Short-term "emergency" loans are available to registered or registering students experiencing temporary monetary needs and demonstrating a visible source of repayment. The need must be a direct educational expense or a generally accepted emergency occurrence. Loans are subject to a minor service charge disclosed at origination and are repayable within 45 days. Loans are generally made only during regular registration and during the first week of the semester.

APPLICATION FOR FINANCIAL ASSISTANCE FOR 1988-89

In order to be considered for financial aid, you must have been regularly accepted by the University's Admissions Office with all pertinent data (ACT results, transcripts, etc.) on file.

Scholarships - Incoming freshmen need to be admitted to the University by February 1st (prior to the award year) to be guaranteed consideration. The general requirements include a 3.5 Grade Point Average and 24 Composite ACT Score*. Continuing and transfer students must submit an Application for Scholarship each year by February 1st to guarantee consideration. *26 ACT composit beginning in 1989-90.

Need-Based Aid - All students must complete the College Scholarship Service's Financial Aid Form (FAF) which is available from your high school guidance counselor or from Marshall's Financial Aid Office. This form is used to determine your family's ability to contribute to meeting your cost of education. The FAF is mailed to the College Scholarship Service for processing. Marshall University's Code, 5396, must be listed on the FAF. In addition, this application should be used to apply for the Pell Grant, GSI, and for state grant programs. West Virginia residents should check the West Virginia Higher Education Grant Program box. We must assume that applicants for need-based aid will take advantage of such available programs.

You should submit the FAF as immediately after January 1st as possible to insure receiving consideration for the most attractive aid programs and to meet deadlines imposed by some aid resources.

The Pell Grant Program will return to you a Student Aid Report which must be submitted to the Financial Aid Office as soon as possible to be considered as a part of your financial aid award.

Pell Grant Only - Should you decide to apply for only the Pell Grant, you may utilize an application called the Application for Federal Student Aid. This application is available from your guidance counselor or from the University's Financial Aid Office. Though there is no critical deadline for this application, you should submit it as early as possible after January 1st.

Guaranteed Student Loans/SLS/PLUS - Applications for these loans are available through your local lender or through the Financial Aid Office. Though there are no specific application deadlines, the application process does take 4 to 6 weeks. Students are encouraged to apply early so that their loan checks will be available when payments are due. Necessary supplemental application forms must be secured from and returned to Marshall. Remember, the GSI program is now need-based, you must submit a Financial Aid Form for analysis so that your need can be determined prior to applying for the loan.

Short-Term "Emergency" Loans - Applications for short term loans are available in the Financial Aid Office. Applications are generally accepted and processed during regular registration and during the first week of classes.

Medical School Students - A medical school Financial Aid Guide available from the Financial Aid Office or the Medical School

Dean's Office is updated yearly and provides application procedures and programs available for medical students.

Financial Aid Transcripts - All students who have attended other postsecondary institutions must provide a financial aid transcript from each institution attended.

Changes are expected for the 1989-90 Academic year and subsequent years. Please consult with the Office of Financial Assistance after 1988-89.

GENERAL ELIGIBILITY REQUIREMENTS

Before receiving any Title IV assistance (Pell Grant, Supplemental Educational Opportunity Grant, College Work-Study, Perkins Direct Student Loan, Guaranteed Student Loan, or SLS/PLUS) from Marshall University, a student must meet the general eligibility requirements listed below.

A student must:

1. be enrolled or accepted for enrollment in an eligible program studying for a degree or certificate.
2. be a citizen, national, or permanent resident of the United States, a permanent resident of the Trust Territory of the Pacific Island, or a citizen of the Marshall Islands, Federated States of Micronesia, or the Republic of Palau.
3. be carrying or planning to carry at least a half-time workload (6 credit hours) during each semester; less than half-time students will receive consideration based on their needs.
4. be maintaining satisfactory academic progress toward a degree according to standards set forth for financial aid recipient at the University and noted later in this section.
5. not be in default on any Title IV loan - PDSL or GSI/SLS/PLUS or owe a repayment on any Title IV Grant - Pell, SEOG, or SSIG, received for attendance at Marshall, or elsewhere have on file a statement of educational purpose for the year aid is to be received stating all Title IV funds received will be used solely for educationally related expenses as well as a statement of selective service registration status.
- 6.

DETERMINING ELIGIBILITY, AWARDING AND DISTRIBUTING AID

Financial need is described as the difference between your cost of education and your family's ability to meet that cost. The amount of financial aid you will be offered in a financial aid "package" may equal, but will never exceed your financial need.

The Financial Aid Office, based on information included in the College Scholarship Service's analysis of your Financial Aid Form (FAF), determines the amount that your family should be able to contribute to meeting your educational expenses. The estimated family contribution is uniformly derived through the use of the FAF which measures the family's economic strength. It should be noted that all families of dependent students are expected to contribute

an amount equal to at least the amount of the student's projected earning capability (\$700 for incoming freshmen; \$900 for all others). Independent students are expected to make a reasonable contribution.

When complete application materials are received in the Financial Aid Office, and if necessary, the student has been regularly admitted to the University, need-based financial aid will be awarded as follows:

1. An expense budget is determined.
2. All expected family and other resources are subtracted from the budget to determine financial need.
3. The financial need will be met to the extent possible in the combination of available aid resources. Students are first held responsible for State Grants and Pell Grants for which they are eligible. Scholarships are awarded separately, based on different criteria; however in meeting the need, they are taken into consideration. Self-help assistance to a maximum of approximately \$3,000 proportioned to meet the student's needs (considering such factors as grade level and need for funds to pay direct educational costs.) Students with higher needs and who need additional funding for direct educational expenses at the beginning of the semester will be considered for Supplemental Educational Opportunity Grants.

Applications are reviewed in the order in which an application file is completed; it is, therefore, beneficial to complete all applications early. After that time when the University's funding is completely obligated, remaining applicants will be advised of their recognized need level, encouraged to submit their Pell Grant Student Aid Reports and advised to consider Guaranteed Student Loans. Any funds which subsequently become available will be used to answer student needs as requested.

All awarded applicants will receive an award letter noting the expense budget, the expected family contribution, the need and the aid awarded. Ineligible applicants will receive notification of ineligibility. Upon receipt of the award letter, all elements should be checked for accuracy. If aid has been offered, it must be accepted or declined, and the student must sign the Statement of Educational Purpose/Selective Service Registration Designation with the appropriate status noted. Should you question any of the information contact the aid office to answer your concerns.

All or any part of the award can be accepted or rejected. Aid that is declined or not appropriately accepted will not normally be replaced.

The offer of financial aid is dependent on the receipt of funds from all funding sources. Although unlikely, the University reserves the right to revise offers of financial aid at any time during the academic year based on availability of funds, changes in regulations, notification of additional resources to the student, and/or procedural changes by any funding authority.

Financial aid is currently distributed by the following process. Students with completed awards are notified prior to the beginning of each semester of the aid which is available to assist in the payment of their expenses. This notification should be signed and returned to the Bursar no later than due date of tuition and fees. The signature is authorization for the utilization of funds to first be applied to paying tuition and fees and then, if appropriate, residence hall fees. If the award is greater than the fees due, a check will be disbursed for the difference to the student when the semester begins. If the award is less than the fees due, the student is responsible for paying the remaining fees due on the appropriate due date. Guaranteed Student Loans will be disbursed to the students according to regulations and after tuition charges have been paid. It is the aid recipient's responsibility to see that all fees are paid by the appropriate due date or arranging for a legitimate payment deferral. Failure to meet due dates can result in registration cancellation or loss of residence hall assignment.

These procedures will remain constant from semester to semester unless otherwise noted.

College Work-Study and other student employment checks are disbursed to the student after time sheets are completed and processed. Students are paid twice monthly, however, the first paycheck a student receives will be delayed to one month after submission of the first pay period. Students must budget their funds with availability in mind and to meet the required due dates of their educational expenses.

SATISFACTORY ACADEMIC PROGRESS STANDARDS FOR FINANCIAL AID ELIGIBILITY

Undergraduate Students

In order to be able to receive financial assistance, Federal Regulations require that a student be making measurable satisfactory progress toward the completion of his/her degree or program. Marshall University has adopted standards by which to monitor financial aid recipients' academic progress. (These standards insure the proper distribution of financial assistance to eligible students.) The satisfactory academic progress standards for financial aid eligibility are as follows:

- Students who have registered for 0-30 credit hours must have completed 50% of the credits registered for and have a cumulative GPA of 1.60.
- Students who have registered for 31-64 credit hours must have completed 67% of the credits registered for and have a cumulative GPA of 1.70.
- Students who have registered for 65-89 credit hours must have completed 75% of the credits registered for and have a cumulative GPA of 1.80.
- Students who have registered for 90+ credit hours must have completed 80% of the credits registered for and have a cumulative GPA of 2.00.

Academic Progress is, therefore, to be measured in terms of performance, through the grade point average, and in terms of degree of program completion. The above limits eligibility to enrollment through the 160th credit hour. Further, the University limits eligibility for financial assistance to the first twelve (12) regular semesters of full-time enrollment; the first eighteen (18) regular semesters of three-quarter time enrollment; the first twenty-four (24) regular semesters of half-time enrollment or less. A student whose status changes will have his or her maximum period of eligibility determined considering the individual situation. For instance, a student who had enrolled for two semesters at half-time status would have eleven semesters of full-time status remaining or thirteen (13) total semesters. (Please note that regular semesters include only the fall and spring terms and that full-time is enrollment for twelve (12) semester hours or more; three-quarter time includes enrollment for 9, 10, or 11 semester hours, half-time if enrollment for 6, 7, or 8 semester hours.

Withdrawing from classes after the drop/add period can have a negative effect on continued eligibility as it can serve to increase the time required to complete one's program. Repetitions will be dealt with according to the University's policy governing grade point averages and will be included in classes registered for and completed. Audits will be dealt with similarly.

Students not meeting the above standards will receive notification from the Director of Financial Aid as soon as such status is discovered. This notification will indicate ineligibility for financial aid, suggest that academic assistance can be found through the Student Development Center and inform the student about his or her right to appeal. All appeals must be made in person to the Director of Financial Aid.

Unless eligibility is reinstated through a formal appeal within one year (12 months) of the ineligibility declaration, the student will remain ineligible until that time when he or she is again in compliance with the standards set forth.

Students who transfer to Marshall will automatically be considered eligible for assistance during their first semester of enrollment. However, those whose transfer credits or grade point average do not meet the University's standard for satisfactory academic progress will be considered only conditionally eligible. These students will be expected to meet the standards of others with conditioned eligibility (a 2.00 GPA and completion of all of classes enrolled for) to remain eligible after the initial semester. Transfer credits will be added to M.U. credits in determining the maximum period that a student will be considered eligible for aid. In measuring total semesters of eligibility, transfer credits will be divided by twelve (12) for undergraduates or nine (9) for graduates to determine the number of semesters enrolled.

GRADUATE STUDENTS

Satisfactory academic progress will be questioned of graduate students only when their grade point average drops below 2.00 or the completion ratio drops below .67%. Students will be eligible a maximum of six (6) regular full-time semesters. Students attending on less than a full-time basis will be given a maximum of ten (10) regular semesters of eligibility. (Please note that regular semesters include only the fall, spring semesters and that full-time is enrollment for nine (9) semester hours or more.) Eligibility for graduate students seeking a masters degree will cease with the completions of the first masters degree. Students seeking a second degree at the doctoral or professional degree level will be given consideration on a case by case situation.

JUDGING BY YOUR UNDERGRAD RECORDS AND YOUR APTITUDE TESTS, I'D SAY GRADUATION WOULD BE A BAD CAREER MOVE FOR YOU.



STUDENT RIGHTS AND RESPONSIBILITIES

The rights include:

1. knowing what financial aid programs are available to you.
2. knowing application deadlines for all available aid programs.
3. knowing how aid is distributed and why it is distributed that way.
4. knowing how the student budget was constructed, how the need was determined, and how it will be met.
5. knowing what portion of the aid package is loan, the repayment responsibilities, the interest rate and all of the particular characteristics of the loan.
6. knowing how satisfactory academic progress for the purpose of receiving financial aid is determined and what happens when satisfactory progress is not maintained.

The responsibilities include:

1. knowing information about the school's programs and performance. This information should be considered carefully before deciding to attend school.
2. completing all applications accurately, meeting deadlines and taking advantage of all available aid programs.
3. providing correct information. In most instances, misreporting information on financial aid applications is a violation of the law, punishable under the U.S. Criminal Code.
4. submitting all documentation, verification, corrections and/or new information requested by either the Financial Aid Office or the agency to which application was made.
5. informing the Financial Aid Office of any changes which affect your financial situation (including name, address, or enrollment status changes).
6. reading and understanding all forms which you sign and for keeping copies of them.
7. accepting the responsibilities for all signed agreements.
8. performing all work agreed upon in accepting a student employment position.
9. complying with application deadlines.
10. meeting fee payment deadlines.
11. correctly accepting all aid offerings.
12. maintaining satisfactory academic progress according to the following policy.

REFUNDS

The University's general refund policies are detailed elsewhere in this publication. Please read them carefully. Refunds to financial aid recipients will typically be returned to the award account(s) from which the student was awarded up to the amount of the award. Only after the total award is recovered will funds be refunded to the student. Recipients may consult the Financial Aid Office if there are any questions.

REPAYMENTS

If a financial aid recipient officially withdraws from the University prior to the end of an award period it will be reviewed to determine if there should be a repayment of funds disbursed directly to the student. Awards are to be used only to meet educationally related costs. Students will be billed for any repayment due.

STUDENT BUDGETS

Approximate student budgets to be utilized at Marshall in awarding financial aid are as follows for the 1988-89 nine month academic year:

Dependent-In-State-Undergraduate	Living at home	Living in Dorm or off-campus
Tuition & fees	\$1146	\$1146
Books & Supplies	300	300
Maintenance at home	1100	—0—
Room & Board	—0—	3250
Transportation	304	254
Personal Expense	400	400
	<u>\$3250</u>	<u>\$5350</u>

Dependent Metro Students - add \$718 additional tuition
 Dependent Out-of-State Students - add \$1750 additional tuition
 Dependent In-State Graduate Students - add \$80 additional tuition
 Dependent Metro Graduate Students - add \$190 additional tuition
 Dependent Out-of-State Graduate Students - add \$300 additional tuition

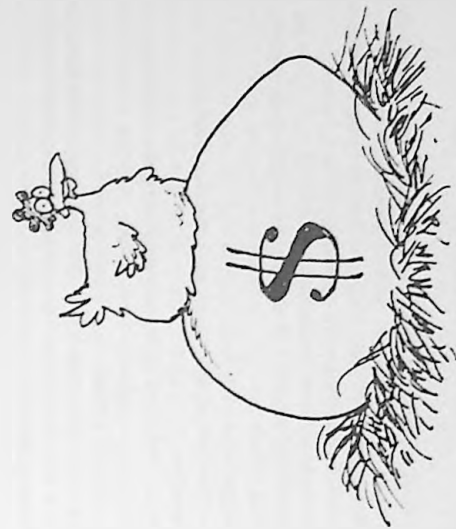
Independent Students living on campus - \$4419 plus tuition and fees
 Independent Students living off-campus - \$5925 plus tuition and fees
 Medical School Students - \$7200 plus tuition, fees, and medical school supplies

LOAN REPAYMENT

Since financial aid awarded from any loan fund (National Direct Student Loan, Guaranteed Student Loan, SLS/PLUS Loan, Nursing Loan, Health Professions Student Loan, or Health Education Assistance Loan) requires the signing of a promissory note, it is important for the recipient to understand the terms of the loan thoroughly. Therefore, the promissory note should be read in entirety before affixing a signature to it. Repayment responsibility is probably the most important issue.

A sample loan repayment schedule for a student borrowing \$200 through the Perkins Direct Student Loan Program and graduating on December 20, 1988, would appear as follows. The allowable grace period is six months; interest is 5% annually, and the minimum monthly payment is \$30.

Appx. billing	Appx. payment	Calculated Interest	Payment	Principal Balance
7-15	8-1	\$200 x .00467 = \$.93	\$ 30.93	\$170.00
8-15	9-1	\$170 x .00467 = .79	30.79	140.00
9-15	10-1	\$140 x .00467 x .65	30.65	110.00
10-15	11-1	\$110 x .00467 = .51	30.51	80.00
11-15	12-1	\$ 80 x .00467 = .37	30.37	50.00
12-15	1-1	\$ 50 x .00467 = .23	30.23	20.00
1-15	2-1	\$ 20 x .00467 = .09	20.09	—0—
			<u>\$3.57</u>	<u>\$203.57</u>



UNIVERSITY POLICIES

POLICY ON:

Administrative Action
Aids (HTLVIII Infection and/or Aids)
Alcohol/Beer Marketing
Animals on Campus
Campus Disturbances
Computer Misuse
Emergency Action
Fund Raising, Sales, and Solicitation
Grade Appeal
Grievance Procedure
Hazing
Major Medical Insurance (Non-Immigrant Students)
Pending Charges
Public Communications
Regulations For Use of University Facilities
Regulations For Use of University Facilities by Campus Organizations
Sexual Harassment
Signs
Smoking
Southern Conference Code of Spectator Conduct
Weather Statement

ADMINISTRATIVE ACTION

The university has the authority to compel reimbursement for damage to University property or personal property of other students, faculty and staff.

AIDS

MARSHALL UNIVERSITY POLICY FOR FACULTY, CLASSIFIED STAFF, AND STUDENTS WITH CONFIRMED HTLVIII INFECTION AND/OR AIDS.

In considering adoption of a policy concerning HTLVIII infection and/or Aids, among members of the faculty, classified staff and students of Marshall University, the following facts should be kept in mind:

Discovery that an individual has HTLVIII infection is most likely to be inadvertent and by the following means:

1. Current attempt to donate blood to the American Red Cross or other agencies.
2. The "Look-Back Program" of the Red Cross to detect HTLVIII-positive individuals among past donors.
3. An individual recognizing that he or she is in a "high-risk" group seeks medical attention for specific testing for HTLVIII.

Recognizing that the current tests for detection of HTLVIII are not totally reliable (with the ELISA test, false positive occur at a frequency of 1:10), the following guidelines should be considered for members of the faculty, classified staff, and students who are determined to be positive for HTLVIII:

1. Strict confidentiality should be maintained at all times.
2. Individuals determined to be positive for HTLVIII virus by a screen-test should be examined by a physician specially qualified in diagnosis and treatment of AIDS or an Infectious Disease Specialist Physician.
 - a. The Physician specially qualified in diagnosis and treatment of AIDS or Infectious Disease Specialist Physician will examine the person and order any further tests required to confirm the diagnosis of HTLVIII infection and to ascertain the presence or absence of clinical evidence of AIDS.
 - b. Individuals confirmed to be positive for HTLVIII, should seek counseling as to their personal risk status for developing AIDS and/or for potential transmission of HTLVIII to others.
3. The individual will be responsible for any cost of medical examinations, laboratory tests, and treatment not covered by regular health insurance policy or policies and regular Student Health Service coverage.
4. Should unusual circumstances arise requiring quarantine of the individual, such a decision should be made by appropriate Public Health Officials.
5. All decisions with regard to assumption of the responsibilities of a faculty or staff member and student, continuation of salary, extension of sick leave, classroom attendance and comparable matters are administrative and would be considered under established guidelines for other illnesses.

ALCOHOL/BEER MARKETING

Alcohol/beer beverage marketing programs specifically targeted for students and/or held on campus should conform to the code of student conduct of Marshall University and should avoid demeaning sexual or discriminatory portrayal of individuals.

Promotion of beverage alcohol/beer should not encourage any form of alcohol abuse nor should it place emphasis on quantity and frequency of use.

Beverage alcohol or beer (such as kegs or cases of beer) should not be provided as free prizes to individual students or campus organizations.

No uncontrolled sampling as part of campus marketing programs should be permitted and no sampling, or other promotional activities, should include "drinking contest."

Where controlled sampling is allowed by law and the institutional policy, it should be limited as to time and quantity. Principles of good hosting should be observed including availability of alternative beverages, food and planned programs. The consumption of beer, wine or distilled spirits should not be the sole purpose of any promotional activity.

Promotional activities should not be associated with otherwise existing campus events or programs without the prior knowledge and consent of appropriate institutional officials.

Display of availability of promotional materials should be determined in consultation with appropriate institutional officials.

Informational marketing programs should have educational value and subscribe to the philosophy of responsible and legal use of the products represented.

Beverage alcohol/beer marketers should support campus alcohol education programs that encourage informed and responsible decisions about the use or non-use of beer, wine or distilled spirits.

If permitted, beverage alcohol/beer advertising on campus or in institutional media, including that which promotes events as well as product advertising, should not portray drinking as a solution to personal or academic problems of students or necessary to social, sexual or academic success.

Advertising and other promotional campus activities should not associate alcohol/beer beverage with the performance of tasks that require skilled reactions such as the operation of motor vehicles or machinery.

Local off-campus promotional activities, primarily directed to students, should be developed in consultation with appropriate institutional officials.

Endorsed by the National Association of Student Personnel Association (NASPA), Boost Alcohol Association of College/University Housing Offices-I (ACHUO-I).

Approved: Student Conduct and Welfare Committee, 1984, University President, 1984. Copies of this document available in the Student Legal Aid Center, Student Life Office, Student Activities and Organizations, MSC 2W38, and the Vice President/Dean of Student Affairs, Old Main, 116.

ANIMALS ON CAMPUS

All animals must be under the direct command of their owner or handler at all times, that is, on a leash of no more than six (6) feet in length in their owner's hands. No animals are allowed in University buildings, except for seeing-eye dogs for the blind. A detailed statement of this policy is available from the Office of Student Life 2W31 MSC.

CAMPUS DISTURBANCES

The President or his/her designated representative will determine whether the activity in question is one for which an institutional response is in order.

The individuals participating in an unacceptable activity will be notified by an authorized university official that their actions must cease. Such a notification will specifically cite the regulation and/or status being violated. The individuals participating will be requested to disband and desist in their actions. If the opportunity to disband and desist the unacceptable activity is not heeded, the university official will order the individuals to disband and desist, and will indicate clearly that a refusal to heed the order will result in disciplinary action.

Disciplinary proceedings will be instituted by the Coordinator of Judicial Affairs only when there has been a violation of institutional regulations. Disciplinary proceedings pertaining to incidences such as disruptive picketing, protesting, or demonstrations will follow normal disciplinary procedures unless the number of students involved is too numerous to be handled in a reasonable length of time. In these instances the Marshall Judicial Board will handle the disciplinary process. The decision of the Marshall Judicial Board and/or subcommittees is then referred to the President or his/her designee with a recommendation. Disposition and execution of the recommendation is through the President or his/her designee. In other cases, appeal may be taken to the President, or his designee, within 10 days, in which case such appeal shall be solely on the record of the proceedings before the committee. If the President or his/her designee, or the Vice-President/Dean of Student Affairs believes that the continued campus presence of a participant could well prove detrimental to others, he/she may suspend the participant from the university, provided that a hearing is held within 72 hours of the decision to suspend.

COMPUTER MISUSE

A student who is found guilty of any of the following acts shall be subject to the maximum sanction of expulsion or any lesser sanction authorized by the Board of Regents and/or Marshall University Code of Student Rights and Responsibilities. Faculty and Staff members are similarly cautioned against violations listed below.

Misuse of WVNET and Marshall University Computer Facilities

1. Disruption or interference with the normal use of the computers, computer-related equipment, data, communications, or programs of individuals, WVNET, or Marshall University; act listed as prohibited in this document;
2. Use of this equipment, data, or programs in performance of any act listed as prohibited in this document;
3. Attempts to breach security in any manner;
4. Use of a computer account for other than the purpose for which it is specifically assigned or use of a computer account by an individual other than the individual to which it is specifically assigned.

EMERGENCY ACTION

Emergency action is a special category that may be used by the President or his/her designee when, on special occasions, he has the authority to impose the sanction, inter alia, of suspension to a student or group of students from school or from a residence hall who act or refuse to act, the result of which conduct is to interfere with the rights of others and which conduct is nonpeaceful or is disruptive or which conduct constitutes a danger to health, safety or property of others or his/herself provided that a hearing is held within 72 hours of the decision.

FUND RAISING, SALES, AND SOLICITATION

The term "solicitation" is used to describe the sale of products or the seeking of funds, signatures, merchandise, services or supplies. Commercial-for-profit solicitation is not permitted on University property except by contract with the West Virginia Board of Regents.

The sale of items or the solicitation of funds on University property by individuals or organizations is prohibited unless written permission in the form of a Fund-Raising Permit is obtained from the Student Activities Office, MSC 2W/40. All funds solicited must be solely for the use of the Student organization. Fund-raising permits are issued for a maximum period of one week for a specific time and location on campus.

Recognized student organizations (or those in the certification process, at the discretion of the Student Activities Office) may solicit at reasonable times and places on University property and under reasonable conditions imposed by University officials charged with control of the areas provided such solicitations are not inconsistent with the educational purposes of the University. The organization must comply with facility usage and scheduling policies and arrangements for the solicitation of funds must be made with the supervisor of the building or campus area to be used. When soliciting funds, the organization must have a copy of the Fund-Raising Permit present at all times. The organization conducting the solicitation must be identified at every location by means of a sign or announcement.

In determining reasonableness of time, place and manner of the solicitation activity planned, the Student Activities staff and University officials charged with the control of the areas where the activity is planned shall consider whether the proposed activity conflicts with regularly scheduled University activities or other scheduled events in the area. The effect of the activity on normal pedestrian and vehicular traffic, the availability of alternate facilities, and similar factors may also be considered in awarding fund-raising permits. Other reasonable time, place and manner conditions may be imposed as a pre-condition of conducting activity (e.g., an applicant may be asked for information regarding the anticipated number of participants and spectators, security arrangements, and sanitary facilities).

Residence Halls

Residence hall students may not act as agents for business firms when this entails solicitation or the receiving of business offers, services or goods in the hall. Residence hall rooms may not be used for business purposes of any nature.

Recognized student organizations (or those in the certification process, at the discretion of the Head Resident in consultation with the Student Activities Office) may sell items within the residence halls under the following guidelines:

1. The organization must obtain a Fund-Raising Permit from the Residence Life Office, located on the first floor of Twin Towers East, or the building Head Resident, with preference given to Hall Government programs.
2. Solicitations must be restricted to commons areas. No door-to-door solicitation is permitted. Solicitation in the dining halls is restricted to entrance areas only.
3. A representative of the organization must reserve commons areas space with the Head Resident of that building.

April 1988

GRADE APPEAL

Steps outlined in this grade procedure must be followed.

1. The student should first have a discussion with the course instructor to determine whether the grade recorded in the Registrar's Office is correct or to attempt a resolution. The initial appeal must be within 30 days of the mailing of grades from the Registrar's Office.
2. If the procedure in Step 1 does not have a mutually satisfactory result, either party may appeal in writing to the Department Chairperson within 10 work days after the initial appeal. The Department Chairperson will attempt to mediate the issue at the department level.
3. Should the problem not be resolved at the Department level, either party may appeal in writing to the Dean of the College in which the course is offered within 10 days of the action taken in Step 2. The dean will attempt to achieve a mutually satisfactory resolution.
4. Should the problem not be resolved at the College level either party may appeal in writing within 10 days of the action taken in Step 3 to the Chairperson of the Academic Standards and Curricula Review Committee who shall refer the matter to the University Academic Appeals Board for resolution.
5. Should the student or the instructor be dissatisfied with the determination of the Academic Appeals Board then either party may file an appeal with the Vice-President of Academic Affairs within 30 days from their receipt of the decision of the Board. The decision of the Vice-President of Academic Affairs shall be final.

GRIEVANCE PROCEDURE

Section I. Purpose

The purpose of this procedure is to provide all students with a systematic policy for the resolution of grievances which may arise with a functioning unit and/or policy of the University. This policy shall not be applicable to those cases covered by the Marshall University Code of Conduct or the Marshall University Policy on Academic Rights and Procedures. Procedures for Student Disciplinary and Academic Affairs are outlined in the Board of Regents Policy Bulletin 57 and 60.

Section II. Rationale

Good student relations are maintained, effective services to students from all functioning campus units are enhanced, and all affected parties of the Marshall University community are better served when sincere efforts of students, faculty, and staff are exerted toward constructive solutions to problems that may occur. The intent of this procedure is to provide a simple and easily understood process for solving problems at the lowest possible administrative level, as fairly and as expeditiously as possible.

Section III. Definitions

- A. Grievance** - A formal expression from a student expressing a circumstance which he/she feels resulted in unjust or injurious treatment from a functioning unit of Marshall University. Such circumstances may include, but are not limited to, a misapplication, or a misinterpretation of the statutes, policies, rules, regulations, or written agreements that are part of the functioning procedure of the university.
- B. Functioning Unit** - The various administrative areas, departments, and/or offices within the university under the jurisdiction of the President, Provost, Vice-President for Administration, Vice-President for Financial Affairs, Vice-President/Dean of School of Medicine, Vice-President for Academic Affairs, Vice-President/Dean of Student Affairs and the Director of Athletics.
- C. Jurisdiction** - Refers to the areas of authority in relation to the student's right to be heard in the solution of problems in all matters except those cases covered by the Marshall University Code of Conduct or the Marshall University Policy on Academic Rights and Procedures.
- D. Grievance Panel** - Permanent sub-committee of the Student Conduct and Welfare Committee composed of two faculty members (one of whom must be a member of the Student Conduct and Welfare Committee) and one student appointed by the Chairman of the Student Conduct and Welfare Committee.
- E. Grievant** - Any student who has a grievance as defined in Section III, Paragraph A.
- F. Student** - Any person who has been admitted to an institution to pursue a course of study, research, or service and who has not been graduated or dismissed from such a course and who has some right or privilege to be on the campus or in the facilities of the institution, or to use the same, in connection with study, research, or service, or who yet has some rights or privilege to receive some benefit or recognition or certification from the institution, under the rules, regulations, or policies of the Board of Regents or the institution.

Section IV. Processing

- A. Level I**
 1. File a Student Grievance Form with the Ombudsperson.
 2. The Ombudsperson attempts a resolution.
- B. Level II**
 1. Student requests hearing with Grievance Panel.
 2. Grievance Panel does one of the following:
 - a. Denies hearing
 - b. Grants an interview with the student
 - c. Refers the student to the appropriate unit
 - d. Grants hearing

C. Level III

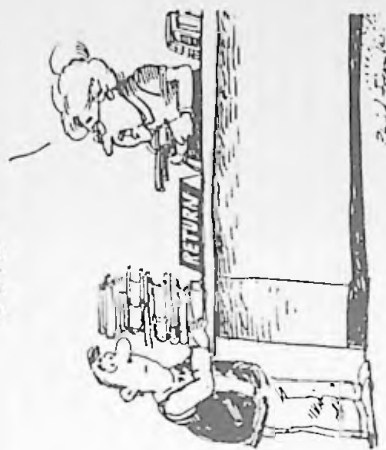
1. Hearing by Grievance Panel
2. Grievance Panel files report with the administrative head of the functioning unit, except when that individual is a party to the complaint, in such instances, the grievance panel files the report with the supervisor of the head of the unit.
3. A written response to the filed report shall be made within a reasonable amount of time, not to exceed seven (7) working days.

D. Level IV

If the Grievant is dissatisfied with the action taken by the administrative head of the functioning unit pursuant to the recommendation of the Grievance Panel, he/she may file a written appeal with the President within three (3) working days following receipt of the decision of the administrative head of the functioning unit.

April 1987

ACTUALLY, WE LIED
ABOUT THE AMNESTY
ON OVERDUE BOOKS.
YOU'RE UNDER ARREST!



HAZING

According to the policies of M.U., the National Interfraternity Council, the National Panhellenic Conference, and all other national organizations represented on our campus, hazing is not permitted and has no place in our student organizations. All acts of hazing by any organization, members or alumni are specifically forbidden. Hazing is defined as:

"Any action taken or situation created intentionally, whether on or off campus, to produce mental, emotional, or physical discomfort, embarrassment, harassment, or ridicule. Such activities and situations may include paddling in any form; creation of excessive fatigue, i.e., any activity which deprives a student of at least six continuous hours of sleep; physical and psychological shocks; inappropriate quests, i.e., stealing of items; treasure hunts, scavenger hunts, road trips, or any other such inappropriate activities carried on either on or off campus, or in a Greek House. Wearing publicly any apparel which is conspicuous and not normally in good taste, as defined by the proper hearing bodies; engaging in public stunts and buffoonery; morally degrading or humiliating games and activities; late work sessions which interfere with scholastic activities; or any other activities which are not consistent with fraternal law, ritual, or policies or regulations of national organizations or this educational institution. Any act which would degrade or otherwise compromise the dignity of the individual, including forced use and abuse of alcohol or drugs."

Procedures:

All complaints and/or requests for definition of hazing are to be filed with one of the following two groups: for Greek groups the Greek Hearing Panel; for other groups, the Marshall University Judicial Board, through the Judicial Affairs Office. All cases of the Greek Hearing Panel are appealed to the campus Judicial Board. All cases decided by the Judicial Board are appealed to the Student Conduct and Welfare Committee, and finally to the president of the university.

MAJOR MEDICAL INSURANCE (NON-IMMIGRANT STUDENTS)

1. Every non-immigrant student must show proof of having a current major medical insurance policy before being permitted to register each semester for any classes at Marshall University.
 2. Proof of coverage shall be provided by the coordinator of International Students in the form of some written notification.
 3. Before a non-immigrant student can be exempted from this policy, he/she must show proof of status adjustment to permanent resident.
 4. Prior to registering students may secure information on insurance options from the Associate Dean for Student Affairs or the International Student Coordinator in Pritchard Hall.
- Adopted by Student Conduct and Welfare Committee, December 7, 1984; approved by the President, January 22, 1985.

PENDING CHARGES

During the period charges are pending, a student under charges, unless suspended, or when his/her continued participation or presence would serve to disrupt the purpose of the university, shall continue to have the rights and privileges accorded other students. However, grades, records, transcripts, or diplomas shall be withheld pending determination of the charges.



PUBLIC COMMUNICATIONS

Demonstrations & Mass Gatherings

The following special provisions apply to all rallies and/or demonstrations (subject to approval/revision by appropriate university committees):

1. Registration of a mass gathering must be made 48 hours prior to the event in the Student Life Office. The appropriate form must be filed out at that time. The purpose of the proposed rally or demonstration and the route of all moving demonstrations, rallies or parades must be discussed and approved in advance by the Student Life Office.
2. Reservations for space use must be confirmed with the appropriate University Department.
3. University Security must be notified 48 hours in advance.
4. Rallies may not obstruct or disrupt any legitimate function of the University. These include research, teaching, administrative, public service or other authorized functions, activities or programs.
5. Rallies may not obstruct the free flow of pedestrian or vehicular traffic.
6. In all instances, those holding rallies and demonstrations are responsible for making the necessary provisions to maintain the peaceful demeanor of the rally.
7. The student officer in charge will be responsible for making the necessary arrangements with other officers and personnel on campus as directed by the Student Life Office.
8. Individuals participating in demonstrations are reminded that they are responsible to local, state and federal laws as well as University regulations concerning demonstrations and assembly.
9. Unlawful conduct may warrant strict disciplinary actions as described in the Marshall University Code of Conduct.
10. Any demonstrations or mass gatherings off campus must go through appropriate municipal offices.

Posting of Information

A. Posting on Bulletin Boards

1. Student Activity bulletin boards are reserved for use by recognized student organizations, Marshall Artists Series, University students and Personnel. Any poster which fulfills the following requirements may be considered approved and then posted for the specified period of time.
 - a. The name of the recognized student organization sponsoring the poster must be clearly visible.
 - b. The date of the event advertised or a date at which the poster is considered to have fulfilled the function must be included. Any poster not fulfilling these requirements will be removed from the bulletin board by a member of the staff.
 - c. Legitimate posters are to be removed the day following the event by the person or persons who put up the poster. Failure to comply with regulations will result in loss of posting privileges.

2. In residence halls, in order to put up posters, permission must be received from the Head Resident of the Hall, and the rules and regulations of that Hall must be observed.
3. Departmental boards are clearly marked as such and no material is to be posted thereon except at the direction of the chairman of the department concerned.

4. In order to maintain the natural beauty of the campus and to preserve the quality of the buildings, trees, and shrubs, there shall be no posting of notices on any buildings, telephone poles on the campus or sidewalks. Posting on trees is acceptable only if string or tape is used (no nails), walls, or bulletin board frames or painted surfaces.

6. In accordance with the State Fire Marshall's regulations, all posting within 30 inches from any light fixture must be of fireproof materials. For this reason, no poster, promotional materials or decorations may be suspended from any light fixture.

7. There shall be no signs or promotional materials stretched across the corridors of buildings, on the outside of buildings, or between structures unless by special permission, arranged through the Student Activities Office.

8. Special provisions can be made for displaying posters during Student Government elections or other all-campus referenda through the Student Activities Office.

9. Courtesy and respect for the freedom of expression by others dictate that posters are not to be marked on, destroyed, or removed. Anyone discovered defacing posters will be subject to disciplinary action under the Code of Student Conduct.

10. Off-campus groups must receive permission from the Student Life Office before posting any signs or posters on campus. If approval is not received, such material will be removed.

11. Masking tape may only be used on unpainted cement or metal surfaces, because it damages wooden and painted surfaces.

B. Banners

The Student Activities Committees and the Marshall Artists Series have blanket permission to post banners on the Memorial Student Center balcony. Other groups may request permission for posting banners through the Student Center's manager's office. Requests must be made at least two weeks in advance since requests are forwarded to Student Center Governing Board.

Newspapers, Handbills, Flyers & Printed Materials

1. Handbills or flyers may not be placed on car windshields.
2. The University reserves the right to regulate locations on campus where handbills and flyers may be distributed. In general, they may not be distributed:
 - a. Outside buildings where normal traffic flow may be impeded.
 - b. Inside buildings and offices, except from reserved tables.

3. Individuals or groups distributing handbills or flyers are responsible for their content.

4. The sponsoring individual or group must be clearly identified on the flyer or handbill.

5. Any off-campus group that wishes to distribute handbills or flyers on campus must receive permission from the Student Life Office 48 hours in advance. Campus Security will be notified of approval. The group must also pick up an "approval card" from the Office that will indicate the dates that distribution will be allowed on campus. This card must be shown to Campus Security or any University official upon request.

6. Materials may not be stuffed in residence hall mail boxes; nor may they be distributed in the residence halls without approval of the individual hall governments.

Speaker Bans

Students should be allowed to invite and to hear any person of their choosing. These routine procedures required by the University, before a guest speaker is invited to appear on campus, are designed only to insure that there is orderly scheduling of facilities and adequate preparation for the event, and that the occasion is conducted in a manner appropriate to an academic community. It should be made clear to the academic and larger community that sponsorship of guest speakers does not necessarily imply approval or endorsement of the views expressed, either by the sponsoring group or the institution. The responsibility for the content and proper conduct of such meetings lies with the respective organization and its advisors.

1. Speakers are encouraged at Marshall University regardless of subjects to be discussed, background or past association of the speaker. Although the Office of Student Life encourages a wide variety of issues and topics, it does reserve the right to intercede if it feels a topic may be of such a volatile nature as to interfere with the goals and the nature of the University. If requested, groups must provide equal time for opposing points.

2. An outside speaker must be sponsored by a recognized student organization or University Department.

3. A recognized student organization which sponsors a speaker must:
 - a. Submit a request form to the Office of Student Life two weeks in advance. The form is to be signed by both the President and Advisor of the group.
 - b. Speakers must be accompanied by representatives of the sponsoring group at all sponsored activities.
 - c. If an outside agency or speaker is being sponsored at a table in the Student Center of Residence Halls, members of that sponsoring group must be present at the table.

REGULATIONS FOR THE USE OF UNIVERSITY FACILITIES

The conduct of participants at an event sponsored by a recognized campus organization is the responsibility of the scheduling organization and its advisor.

Campus organizations are expected to use University property responsibly. Officers of the sponsoring organization as well as the individuals involved are responsible for any and all damages or violations of policy, ordinary wear and tear excepted. Accordingly, officers of the group and/or advisor(s) may request inspection of the premises by Public Safety personnel prior to and immediately following the use of the facility. Officers and advisors of the sponsoring organization are encouraged to accompany Public Safety personnel during inspection.

Any damage or violation of policy noted will be reported to the Office of Conference Services by Public Safety personnel. A complaint stating violation, damages, estimated cost of repair, etc., will be filed with the Coordinator of Judicial Affairs seeking payment for damages and loss of privilege to schedule facilities or other penalties deemed appropriate by the Coordinator of Judicial Affairs.

Organizations sponsoring pool parties in Gullickson Hall are required to hire one Marshall University Public Safety Officer. Organizations sponsoring events with an estimated attendance of 100 are required to hire two Marshall University Public Safety Officers. Exceptions to this policy may be granted if the Organization's advisor or approved designee will be in attendance. One officer and the advisor/designee will be required in lieu of two officers. Arrangements and assignments of officers will be confirmed by the Assistant Director of Public Safety, (696-6406). Officers are to be paid by the organization at a rate of \$9.00/hr for patrolmen and \$12/hr for supervisors.

The user must abide by all rules and regulations of Marshall University and the West Virginia Board of Regents as outlined in the Marshall University Student Handbook and/or the Greenbook.

Neither Marshall University nor the West Virginia Board of Regents shall be responsible for any loss of or damage to equipment or property of organization, its members, or patrons. Any equipment of the user remaining on the premises for more than ten (10) days shall be considered abandoned and may be disposed of by the Manager of Conference Services as he deems advisable unless prior arrangements have been made in writing.

No signs are to be posted upon University premises without prior written approval of the Conference Services Manager. Material such as nails, hooks, adhesive fasteners, tacks or screws are prohibited. The Conference Services Manager has the right to refuse permission to use any materials, devices or procedures which might cause injury or bodily harm.

The use of lighted tobacco is restricted to corridors and other designated areas. Alcohol beverages or illegal substances are strictly forbidden.

Campus organizations using the University pools must provide one (1) lifeguard for each thirty-five (35) participants. Lifeguards may be hired by contacting the Intramural Office in HC 2017. Lifeguards are paid the current minimum wage by the using organization.

Persons running on or crossing over the Marshall University Track shall wear regular track shoes with a spike less than one quarter (¼) inch. The only other shoes permitted on the track will be flat running shoes or standard basketball or tennis shoes. Joggers are required to run on the outside lanes of the track to eliminate wear on the track. Under no circumstances shall persons using the track eat, smoke, chew, or drink on the track surface.

No parties using Marshall University facilities shall discriminate against any citizen of the U.S.A. or any person within the jurisdiction thereof, on the grounds of race, color, national origin, sex, or handicap.

REGULATIONS FOR THE USE OF UNIVERSITY FACILITIES BY CAMPUS ORGANIZATIONS

Recognized campus organizations may reserve the following facilities by contacting the Conference Services Manager (MSC 1W31, (696)-3125):

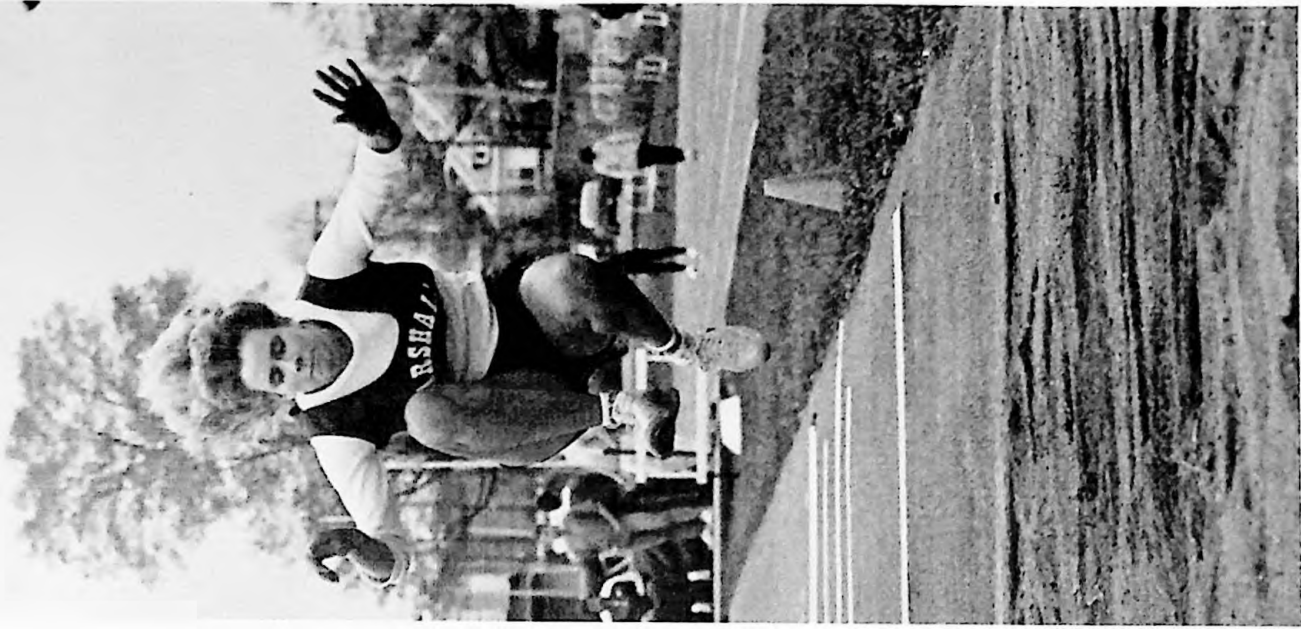
Gullickson Hall
Main Gym (124)
Handhall/Gymnastics Room (210)
Pool
Locker Room

Henderson Center
Arena
Natorium
Handhall Courts

Classrooms
Available for meeting space

Outdoor Facilities
Memorial Track and Field
Gullickson Intramural Field
Tennis Courts
Memorial Student Center Plaza
Fairfield Stadium - Daylight Hours Only
(Night use requires \$300 utility fee for lights)

Auditoria
Old Main Auditorium
Smith Recital Hall
Smith Hall 154
Corbly Hall 105



SEXUAL HARASSMENT

I. It is the policy of Marshall University that no member of the University community may sexually harass another. Sexual harassment is a violation of Title VII of the 1964 Civil Rights Act as Amended (section 1604.11 of EEOC's regulation on sexual discrimination of 1980) and Title IX of the Education Amendments of 1972.

II. Definition

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Sexual harassment occurs when:

A. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or education.

B. Submission to or rejection of such conduct is used as the basis for employment or academic decisions affecting that individual.

C. Such conduct has the purpose or effect of unreasonably interfering with an individual's academic or work performance or creating an intimidating, hostile or offensive working or educational environment.

III. Grievance Procedure

Anyone who believes that she/he has been subjected to sexual harassment is encouraged to pursue the matter through the procedure described below. At his/her option, the grievant may choose to pursue only the informal procedure, only the formal procedure, or may seek resolution under the informal procedure first and then if unsatisfied, pursue the formal process.

A. Sexual Harassment Grievance Body

The Sexual Harassment Grievance Body is comprised of eighteen (18) individuals who have expressed interest in serving on sexual harassment grievance panels. Of the eighteen members, six shall be faculty members (selected by the Chair of University Council), six shall be students (selected by the Student Body President), and six shall be staff (selected by the President of Staff Council). All employees who are not faculty are considered staff for the purposes of this policy. Initially, two of the six members appointed by each of the above entities shall serve one year, two shall serve two years and two shall serve three years. Thereafter, all terms shall be for three years with a total of six members appointed each year, two by the President of University Council, two by the President of Staff Council, and two by the Student Body President. The name of the individual members of the Sexual Harassment Grievance Body are available from the Affirmative Action Office.

B. Informal Procedure

A grievant may choose to present his or her claim informally to the accused by means of a third party. Although the grievant may choose any person to act as her/his representative, all members of the Sexual Harassment Grievance Body are available for informal resolution. The representative selected by the grievant will, at the request of the grievant, meet with the accused to attempt a resolution of the situation. In addition, the representative may assist the grievant in other attempts at informal resolution which are appropriate under the circumstances and act as a confidant and advisor. If a member of the Sexual Harassment Grievance Body acts as a representative under this section, that member will be excluded from selection on the hearing panel under the formal procedure.

C. Formal Procedure

The formal procedure is invoked by the filing of a written complaint with the Affirmative Action Office. The complaint shall be filed upon forms available from the office. A copy of the complaint will be delivered by the Affirmative Action Office upon the accused within a reasonable period of time.

A hearing panel consisting of a member from each of the three constituencies will be selected at random from the Sexual Harassment Grievance Body. Prior to the hearing, either grievant or accused may request that a panel member be excused for cause (bias, interest, relationship to one party, etc.). Any member excused shall be replaced by a person of the same constituency by random selection.

In the interest of timely resolution, the grievance shall be heard no later than twenty (20) working days after a formal complaint is delivered to the accused. In the event of extenuating circumstances as determined by the Affirmative Action Officer, this period may be extended as reasonable under the circumstances. Within a reasonable period of time after filing of the complaint, and in no event later than five (5) working days before the scheduled hearing, each party shall provide to the Affirmative Action Officer a list of witnesses. The Affirmative Action Officer will forward the list to the other party.

Within five (5) working days following the hearing date, the hearing panel shall submit a written recommendation as to guilt or innocence and appropriate sanction, if any, to one of the following:

- a. if the accused is a student, to the Vice President of Student Affairs or designee,
- b. if the accused is a faculty member, to the Vice President for Academic Affairs or designee, and
- c. if the accused is a staff member, to the Vice President to whom that staff member reports or designee.

The individual to whom the recommendation of the hearing panel is referred shall issue a decision based on the evidence presented within five (5) working days. The written decision of the hearing panel shall include the nature of the complaint, a summary of the relevant evidence, a recommendation of guilt or innocence, and a recommendation of an appropriate sanction, if any. Thereafter, either party unsatisfied with the decision may appeal to the University President or designee within twenty (20) working days. The decision of the President shall be rendered within five (5) working days and shall be final.

D. Election of Students, Faculty and Staff

The procedure outlined above may be elected by students, faculty or staff in lieu of other procedures established by the University, the Board of Regents, or the State. Election to pursue the procedures provided herein is binding.

E. Statute of Limitations

Anyone who believes he or she has been sexually harassed must present a formal complaint within one (1) year of the alleged sexual harassment incident(s).

IV. Dissemination

Dean, directors, and department heads will disseminate this policy to all faculty, staff, and students at Marshall University on a regular basis.

SIGNS

1. Signs on University property must clearly display the name of the sponsoring organization of the individual and the date of posting. The total area of the signs shall not exceed 700 square inches with a maximum diameter/width/or length not to exceed 30 inches.
 2. In order to maintain the natural beauty of the campus and to preserve the quality of the buildings, trees, and shrubs, signs are to be displayed only on the bulletin boards provided for that purpose. Signs are not to be posted on the exterior or interior surfaces of buildings, doors, or windows. Signs are not to be posted on shrubs, utility poles, or sidewalks and can be posted on trees only if secured with string or tape (no nails).
 3. Bulletin boards in classrooms are to be reserved for information pertaining to the instructional program. Administrative bulletin boards in departmental areas and in/or adjacent to University offices are reserved for the use of such departments and offices. These bulletin boards shall be under the control of the departments and instructional staff.
 4. Organizations and individuals may post only one sign on the same bulletin board at the same time unless the additional sign pertains to a different event.
 5. All signs posted on campus shall be in good taste. Any questions concerning this provision should be directed to the Director of Physical Plant Operations.
 6. Individuals or organizations displaying signs are responsible for their removal the day after the event. If no expiration date is given, the sign must be removed one month after the day of posting.
 7. Approval for displaying signs of non-University organizations must be secured through the Office of the Director of Physical Plant Operations.
 8. Signs will be removed which violate these or other University regulations.
 9. The student activity banners which are displayed on the balcony of the Memorial Student Center, the fraternity doors which are displayed during fraternity rush, and signs posted under regulations for student government elections, are specifically exempted from the size limitations and the restrictions of posting only on bulletin boards. These exemptions are given on the basis of the signs being in good taste and their repetitive use having been accepted prior to the implementation of this policy. It shall not imply waiver of the restriction against posting signs on painted surfaces nor prompt removal of such signs. Use of the banners, doors, and the student government election signs as exempted will be subject to review. Approval to use these signs as described does not negate the possible withdrawal of approval at a later date.
 10. These policies pertain to the total University, and shall take precedence over any regulations formulated by constituencies of the University.
- The enforcement of these policies shall be the responsibility of the Vice-President for Administration or his designees.



SMOKING

In accordance with local ordinances, smoking is prohibited in classrooms, laboratories, auditoriums, and theatre and dressing rooms. Classes and organizations meeting in the late afternoon or at night are not exempt from this regulation. Smoking is permitted in corridors.

SOUTHERN CONFERENCE CODE OF SPECTATOR CONDUCT

Southern Conference teams shall be supported with enthusiasm and dedication, for strong spectator support is a vital part of the experience of college competition. We expect good sportsmanship from players and coaches, and they have a right to expect the same from spectators. Therefore, we urge Southern Conference students, alumni, and friends to cheer their teams to victory while upholding those ideals our colleges and universities have nurtured during the long history of the Southern Conference. Our spectators should be courteous, judicious in choice of expression and exhibit good manners and kindness to all others. The scoreboard will reflect the quality of the teams in competition; the kind of support given by the spectator will showcase the character of Southern Conference fans. Athletic Directors will see to the following:

1. Posters will be displayed in appropriate places throughout the campus.
2. Code will be printed in game program.
3. Requests will be made to carry it in school newspaper.
4. PA announcements will be made calling attention to the Code at home games.
5. Emphasize to coaches, athletes, bands and cheerleaders that they are expected to live up to their part of the Code.

Band - PA Announcers

Bands or any component thereof (including drums), organs and PA announcers are not allowed to play/speak while the game is in progress and bands will be seated where designated.

Derogatory Signs

Signs of derogatory nature directed towards an individual opponent, visiting team, or game official are not permitted in Southern Conference arenas. It is the responsibility of Home Management to see that any such signs are immediately removed.

Artificial Noisemakers

Artificial noisemakers, air horns, "electronic amplifiers", are not permissible in arenas or stadiums except for those amplifiers that are part of the official pep band. Such instruments will be removed from facility when discovered inside.

*The only exception to the electronic amplifiers will be for use of cheerleaders using them to give instructions to the crowd and not using them toward area of competition.

Explosive Devices, Live Mascots, and Motorized Vehicles.

The home Athletic Director decides the policy regarding use of explosive devices (cannons, rifles, shot guns, rocket launchers, etc.) live mascots (horses, buffaloes, etc.), and motorized vehicles in their facilities. Visiting Team Athletic Director needs to request permission for the use of such at least two (2) weeks in advance of contest and approval or disapproval should be furnished at once by home Athletic Director.

Cheerleaders

The Athletic Director, with whatever other university personnel he deems advisable, shall meet semi-annually with all cheerleaders prior to the first football game and again prior to the first basketball game. He will emphasize the Southern Conference Code of Spectator Conduct highlighting the cheerleaders' responsibility in assisting in its implementations. He will discuss with them ways to excite rather than incite the crowd as vulgar, profane, and/or derogatory cheers are not in keeping with the goals of the Southern Conference Code of Spectator Conduct.

Institutional Heads

Before the first football game each year, or as soon after that game as practicable, each Institutional Head will hold a meeting for the purpose of discussing sportsmanship and crowd behavior at football and basketball games. (At his discretion, the Institutional Head may hold another meeting before the first basketball game). This meeting will be attended by the following persons: Institutional Head, Dean of Students (or the equivalent officer), Faculty Athletic Chairman, Athletic Director, all coaches (football and basketball), cheerleaders, band directors, band leaders, student body leaders, student newspaper reporters, public address announcer, and security personnel. Guidelines for the discussion will be supplied by the Commissioner. Reference should also be made to the section of the Southern Conference Constitution entitled "Crowd Control-Sportsmanship". The Athletic Director and coaches will inform the players and other squad personnel of their responsibilities.

The Institutional Head will certify, on a form supplied by the Commissioner, that such a meeting has been conducted. This form will be filed with the Commissioner not later than October 1.

WEATHER STATEMENT

Extreme weather conditions or energy outages have resulted in disruption of normal operations at Marshall University on several occasions during past winters. Similar situations may occur in the future. With that possibility in mind, Marshall University has developed the following policy:

1. Although it may be necessary to suspend classes because of inclement weather or other problems on some occasions, offices will not be closed and ALL employees will be expected to report to work.

Individual employees, for whom it is appropriate, may, in their best judgment, determine the risk of travel to be too great and elect to remain at home. Those who do so should contact their respective supervisors and indicate they are: (1) taking annual leave that day, or (2) taking a day off without pay, or (3) taking compensatory time, in the event compensatory time is owed them.

2. In the event that a building, or a section of a building, is closed (because of heat loss, power outage, etc.), employees working in the affected area will be permitted to take their work to another area or building on campus. Or, in consultation with the supervisor, the employee may elect to take annual leave that day, take the day off without pay, or take compensatory time off.

3. In the event of an extreme situation (tornado, flood, ice storm, campus disturbance, etc.) and the employees' presence is not desired on campus, this information will be disseminated to the news media. A decision as to whether the missed time will be chargeable to annual leave, compensatory time, or a non-pay situation will be determined by the president and communicated through supervisors on the first day that normal campus operation is resumed.

4. Supervisors must take steps to ensure offices and/or work stations are open to employees at all times when those employees are expected to be at work, including inclement weather situations and other disruptive situations.

5. The President will notify the media by 7:00 a.m. of suspended classes for that day. A separate announcement will be made later in the day in regard to classes scheduled to begin at 4:00 p.m. or later.

WITHDRAWAL/ REFUNDS

REFUNDS/WITHDRAWAL FOR HEALTH REASONS

The university, through the Office of the Vice President/Dean of Student Affairs, reserves the right to request a complete mental and/or physical examination of any student who may be, in the opinion of a university-designated physician and/or one of the Associate Deans of Student Affairs, endangering himself or other members of the university community through his or her continued membership in the university community. If such an examination is deemed necessary, the student will be referred to the appropriate health officials. The university will then act upon their recommendation with regard to the student's continuation at Marshall University.

If such an evaluation supports or indicates a recommendation for a withdrawal from the university, the appropriate student affairs office will facilitate a medical withdrawal without academic penalty. Fees will be refunded in accordance with university policy. In the event that the student declines the opportunity for such an evaluation, a withdrawal for medical reasons may be unilaterally effected by the university.

A decision to withdraw may be appealed through the Vice President/Dean of Student Affairs.

MANDATORY WITHDRAWAL FOR MEDICAL REASONS

1. A student will be subject to a mandatory medical withdrawal if it is determined by the Vice President/Dean of Student Affairs and/or designee that the student is endangering himself or other members of the university community by his/her continued membership in the university community.
2. Through an approved designee, the Vice President/Dean of Student Affairs reserves the right to request a complete mental or physical evaluation if it is reasonably believed that said student behavior or health habits warrant it.
3. The student shall be referred to the appropriate health physician and a written document of evaluation and recommendations will be requested and forwarded to the university designee. The university will then act upon the evaluation and recommendations with regard to the student's continuation at Marshall University.

4. If evaluation supports or indicates a recommendation for a medical withdrawal from the university, the appropriate Student Affairs office will facilitate the withdrawal.

Students will be accorded an informal hearing before the Vice President/Dean of Student Affairs or designee to obtain an understanding of the evaluation and rationale for the mandatory withdrawal.

6. In the event that the student declines the opportunity for such an evaluation, a withdrawal for medical reasons may be unilaterally effected by the university.

Withdrawal for medical reasons will be done without academic penalty to the student. Fees will be refunded in accordance with university policy.

8. A decision to withdraw may be appealed to the Student Conduct and Welfare Committee or a special subcommittee thereof appointed by the chairperson.

Adopted by Student Conduct and Welfare Committee, December 7, 1984; approved by the President, January 22, 1985.

OFFICIAL WITHDRAWAL FROM COURSES OR FROM THE UNIVERSITY

1. Dropping a Class

Dropping of courses after the schedule adjustment period requires that a drop form bearing appropriate signatures be submitted to the Registrar's office. Appropriate signatures vary with the academic calendar and are as follows:

- A. Dropping a course before the published "W" date requires the signature of the faculty member.
- B. Dropping a course after the published "W" date requires the signature of both the faculty member and the student's academic dean.

Off-campus or night courses may be dropped by mailing a request to drop to the Registrar's office. The postmark on such a request will be the official date of withdrawal.

2. Withdrawal from the University

Withdrawal from the university is defined as dropping all classes for which a student is registered.

Withdrawal requires that a withdrawal form be submitted to the Registrar's office or that a request for withdrawal be mailed to the Registrar's office. It is not possible to withdraw by telephone.

The effective date of withdrawal is the date that the withdrawal form is submitted to the Registrar's office. The postmark on mail requests will be the official date of withdrawal.

The university's refund policies, as stated under "Refund of Fees", require relinquishing of the student activity card at the time of withdrawal.

3. Grades Assigned in Case of Dropping Courses or Withdrawal from the University

In all cases of dropping courses or withdrawal from the university the instructors will report grades as follows:

- A. A student dropping courses or withdrawing from the university on or before the eighth Friday after the first class day of the regular semester will receive a grade of "W". During the summer session the "W" period ends on the third Friday after the first day of class. For eight-week courses and other courses of varying lengths, the "W" period ends on the Friday immediately following the midpoint in the course. Students dropping or withdrawing after the "W" period will receive a "WP" or "WF".
- B. A "W" grade or a "WP" (withdrew passing) grade will have no bearing on the student's grade point average. A "WF" (withdrew failing) will be the equivalent of an "F" grade.
- C. Students who drop courses without approval, or who do not follow regulations provided in the preceding paragraphs, receive a grade of "F" at the end of the semester or summer term.

- D. A student who has registered for a class and has never attended it shall receive a grade of "I/W" (Irregular withdrawal). The "I/W" grade is not considered in determining the student's quality point average.

4. Final Date for Dropping or Withdrawing

The last scheduled day of classes is the final date for dropping or withdrawing.

5. Military Service

Men and women called to active duty in the armed services of the United States shall be granted full refund of fees but no credit, if the call comes before the end of the first three-fourths of the semester or term, and full credit, but no refund of fees, shall be granted if the call comes thereafter; provided, however, that credit as described above will be granted only in those courses in which the student is maintaining a passing mark at the time of departure to military service. The term "called to active duty" is herein defined as being called to active duty as the result of the federal activation of a total reserve component or National Guard unit of which the student is a bonafide member. Such reserve components and guard units are defined as company strength and above. The final grades, both passing and failing, for three-fourths of a semester or more are to be shown on the student's permanent record card.

REFUND OF FEES

I. Withdrawal from the university

- A. **Enrollment fee:** Tuition, Registration, Higher Education Resources Fee, Faculty Improvement and Activity Fees
Students who withdraw regularly from the university may have a refund on enrollment fees in accordance with the following schedule:

First Regular Semester	
1st period of refunds —	
August 29-31, September 1-2, 6-9, 12, 1988	90%
2nd period of refunds —	
September 13-16, 19-23, 26, 1988	70%
3rd period of refunds —	
September 27-30, October 3-7, 10, 1988	50%
After October 10, 1988	no refund
Second Regular Semester	
1st period of refunds —	
January 17-20, 23-27, 30, 1989	90%
2nd period of refunds —	
January 31, February 1-3, 6-10, 13, 1989	70%
3rd period of refunds —	
February 14-17, 20-24, 27, 1989	50%
After February 27, 1989	no refund

All refunds are to be calculated from the first day of classes for a given semester or term. Every student who completes a registration incurs a fee assessment. Normally refund checks are mailed from the Office of the Bursar within a four-week period after the date of withdrawal. In the process of refunding, all refund transactions relative to Enrollment Fees and Residence Hall Fees are reviewed by the Marshall University Student Financial Assistance Office. Proceeds of refunds will first be applied as repayment to scholarship loans or grants awarded to the student through the M.U. Student Financial Assistance Office. The balance of proceeds, if any, will then be paid to the student less than outstanding obligations due the University by the Student.

B. Residence Hall Fee:

First Regular Semester: When a room reservation is cancelled prior to July 1, 1987, the \$50 reservation deposit will be refunded. Cancellation of a room reservation after June 30, 1988, and prior to August 27, 1988, the opening day of Housing, will result in a refund of the residence hall fee less the \$50 reservation deposit. Cancellation of a room reservation during the first week of classes, August 29 — September 2, 1988, will result in a refund of 15 weeks room and board. Cancellation of a room reservation after the first week of classes (after September 2, 1988) will result in a prorated refund of unused board only.

Second Regular Semester: Cancellation of room reservation prior to January 16, 1989, the opening day of Housing, will result in a refund of the residence hall fee less the \$50.00 reservation deposit. Cancellation of a room reservation during the week of classes, January 17-23, 1989, will result in a refund of 15 weeks room and board. Cancellation of a room reservation after the first week of classes (after January 23, 1989) will result in a prorated refund of unused board only.

Damage Deposit: The \$50.00 damage deposit, less any damage charges, is refundable when the student severs all ties with the University Residence Halls. All residence hall refunds must be approved by the Student Housing Office.

A student whose residence is terminated automatically forfeits all monies paid for that semester. Students who are denied admission, declared academically ineligible to return, or are unable to return for medical reasons will be refunded on a prorated basis.

Cancellation of Housing Contract: In no event will a student be released from the housing contract for the succeeding semester, whether in attendance or not, unless written notice is delivered to the Student Housing Office no later than the last official class day of the preceding semester or summer term. Any attempt to cancel the housing contract will be void and of no effect unless the student remains absent from and receives no credit for one academic semester, subject to written notice by the student.

II. Cancellation of Class:

When it becomes necessary to cancel a class by administrative and/or faculty action, a student is granted a full refund of the fee for the class cancelled unless he registers in another course of like value in terms of semester hours. This action does not apply to withdrawals due to disciplinary action or withdrawals due to nonpayment of fees or obligations.

III. Food Service Plans

Refunds when applicable will be prorated on the basis of a full week of the appropriate meal plan, and not on the total number of meals remaining on the meal plan for the semester.

IV. Refunds to students called to armed services - enrollment fee only. Men and women called to the armed services of the United States shall be granted full refund of fees, but no credit, if the call comes before the end of the first three-fourths of the term, and full credit by courses, but no refund of fees, if the call comes thereafter.

V. Special fee refunds

The student activity fee is not refundable unless the activity card is returned to the Office of The Bursar on the date of withdrawal or the date of a schedule change which requires a refund of the student activity fee.

VI. Late fees are nonrefundable.



ACADEMIC LIFE

THIS SECTION IS MEANT TO BE A HANDY REFERENCE FOR ANSWERING COMMON QUESTIONS CONCERNING ACADEMIC MATTERS. FOR MORE DETAILED INFORMATION, CONSULT THE UNIVERSITY CATALOG.

ABSENCES/EXAMS

Students are required to take all regular examinations. If a student attends a course throughout the semester and is absent from the final examination without permission, the instructor counts the examination as zero and reports the final grade of F. If the absence is the result of illness or some other valid reason beyond the control of the student the grade of I is reported, and the student may, upon application, take the examination at a later date. (See "Incomplete" under Grades and Quality Points).

CLASS ATTENDANCE POLICY

It is the responsibility of each individual instructor to evaluate the importance of student class attendance. Accordingly, each instructor at the beginning of each semester prepares a written statement setting forth his policy for consideration of unexcused absences, make-up examinations and related matters which shall be in force for the semester. The statement is filed with the chairman of the department and a statement of policy on attendance appropriate to each class is read at the first class meeting. In cases where marked violations of class attendance policy occur, the instructor may notify the dean so that every effort can be made to find and counsel the student whose academic prospects are being jeopardized by non-attendance.

Absences such as those resulting from illness, death in the family, or institutional activities (those approved by the academic deans, such as debate, artistic performances and athletics) are to be excused when a student reports and verifies them to the instructor. For such excused absences the student should not be penalized.

COURSE SYLLABI POLICY

During the first two weeks of semester classes (3 days of summer term), the instructor must provide each student a copy of the course requirements which includes the following items: (1) attendance policy, (2) grading policy, (3) approximate dates for major projects and exams, and (4) a description of the general course content. This policy may not apply to the following types of courses: thesis, seminar, special topics, problem report, independent study, field work, internships and medical clerkships.

Adopted by University Council, March 12, 1980; amended by Academic Planning and Standards Committee, April 10, 1980; approved by the President, May 5, 1980.

CREDIT/NON-CREDIT

A student may elect to present a maximum of 18 semester hours of credit on a credit/non-credit basis towards fulfillment of requirements of a baccalaureate degree. Credit completed through the College Level Examination Program (CLEP) does not count as a part of the 18-hour limit under the CR/NC option. The decision to take a course on a credit/non-credit basis must be made during registration and may not be changed after the end of the registration period. Courses taken on this basis must be in areas other than the student's major or teaching specialization.

Some departments and colleges have special regulations regarding CR/NC. The student is advised to consult with the department chairman or the dean of the college prior to registration for CR/NC.

Courses completed under the CR/NC option are not reflected in the student's grade point average. A course attempted under the option for which a grade of NC is received may be repeated under the option or for a letter grade.

A letter grade of C or better must be achieved to receive a CR grade. For the letter grades of D and F, an NC grade will be recorded.

GRADUATE SCHOOL

The Graduate School offers 39 master's programs and two cooperative doctoral programs. Students who complete their baccalaureate degree at Marshall may be admitted to the Graduate School, but must make a separate application and submit a Marshall transcript. Honor students are encouraged to take graduate courses during their senior level, but any senior with a 3.00 GPA or better may request permission to do so. A request form is available from the Graduate School, Old Main 113.

GRADES AND QUALITY POINTS

The following system of grades and quality points is used within the institution:

- A. For superior performances. Four quality points are earned for each semester hour with a grade of A.
- B. For performance distinctly above the average in quality. Three quality points are earned for each semester with a grade of B.
- C. For performance that is average quality. Two quality points are earned for each semester hour with a grade of C.
- D. For performance of below-average quality. One quality point is earned for each semester hour with a grade of D.
- F. Failure, given for unsatisfactory work. Zero quality points.
- W. Withdrawn on or before the eighth Friday after the first class day of the regular semester or the third Friday after the first class day in the summer session.
- W/P. Withdrawn passing after the "W" period.
- W/F. Withdrawn failing after the "W" period. A W/F is equivalent to an F. Zero quality points.
- I. An I grade (Incomplete) is given to students who do not complete course requirements because of illness or for some other valid reason. The I grade is not considered in determining the quality point average. The student has the responsibility of completing the work within the period defined by the instructor, not to exceed twelve calendar months from date of receipt of the incomplete. If the work is completed satisfactorily, one of the four passing marks will be awarded. If the work is unsatisfactory or the student fails to complete the work within the twelve-month period, an F or failure grade will be recorded. If the student originally enrolled in the course under the Credit/No Credit Option, the removal will be under the same option in certain previously approved situations. An incomplete grade may be removed by repeating the course within the twelve-month period. All grades remain on the student's permanent record as originally submitted by the course instructor. Any grade change is added to the permanent record.

IW.

Irregular Withdrawal. A student who has registered for a class and has never attended it shall receive a grade of "IW" (Irregular Withdrawal). The "IW" grade is not considered in determining the student's quality point average.

CR/NC

Recorded as CR (for satisfactory performance) or NC (for unsatisfactory performance) for courses elected by the student for the credit/non-credit option or for courses designated by the department chairperson for credit/no credit grading. CR and NC are not considered in determining the quality point average.

FACULTY SENATE

Adopted by a 78.3% vote by the faculty, the Marshall University Senate went into effect June 1, 1987. The body is made up of proportional representation of nine units - Business, Community College, Education, Fine Arts, Liberal Arts, Library, Medicine, Nursing, and Science - with a total of 46 Senators. Its Executive Committee is made up of 12 members, one from each of the above units as well as three non-voting ones - the faculty representatives to the Marshall University Institutional Board of Advisors and the President of the University.

There are 13 standing committees which will report to the Senate and whose actions will be subject to final review and approval by the full Senate, with certain exceptions. Executive Officers of the Faculty Senate are: Ramey Duke, College of Liberal Arts, President; Virginia Plumley, College of Education, Vice President; and Elma Chapman, Community College, Secretary.

COMMITTEES AND CHAIRS

- Academic Planning
Elaine Baker, College of Liberal Arts
- Academic Standards & Curricula Review
Mahlon Brown, College of Education
- Athletic
Olive Hager, College of Education
- Budget & Appropriations
Charlie Bias, College of Liberal Arts
- Faculty Personnel
Kathy Chezik, College of Liberal Arts
- Graduate
Bradford DeVos, College of Fine Arts
- Legislative Affairs
Roger Adkins, College of Business
Library
- Robert Gerke, College of Liberal Arts
- Physical Facilities and Planning
Steve Mewaldt, College of Liberal Arts
- Publications
Richard Lemke, College of Fine Arts
- Research
Bryan Larsen, School of Medicine
- Student Conduct & Welfare
Joe Stone, College of Business
- University Functions
Carl Johnson, College of Education



INDEX

Absences/Exams	61	Recreational Sports & Fitness Activities	32-34
Academic Departments	6,7	Refunds/Withdrawal	59,60
Academic Life	61	Regulations for the Use of University Facilities	55
Activity Card	36	Regulations for the Use of University Facilities by Campus Organizations	55
Administrative Offices	8,9	Residence Hall Government	16
Admissions	10	Residence Halls/Housing	28
Aids	50	Residence Life	16
Alpha Chi Omega	39	Returning Student Programs	24
Alpha Kappa Alpha	39	Room Applications and Reservations	28
Alpha Sigma Phi	39	Sexual Harassment	56
Alpha Tau Omega	39	Sigma Gamma Rho	39
Alpha Xi Delta	39	Sigma Phi Epsilon	39
Animals on Campus	51	Sigma Sigma Sigma	39
Artists Series	40	Sign Policies	57
Attendance	61	Smoking	58
Bands	40	Soccer Schedule	64
Basketball Schedule	Calendar	Solicitation	51
Bookstore	10	Sororities	39
Broadcasting	42	Southern Conference Code of Spectator Conduct	58
Building Key	65	Special Services	24
Campus Christian Center	38	Speech Services	11
Campus Disturbances	51	Speech and Hearing Center	11
Campus Entertainment, Unlimited	20	Student Activities	20
Campus Map	65	Student Affairs	12
Career Planning and Placement Center	14	Student Athlete Program	24
Chief Justice Yearbook	43	Student Development Center	22-24
Choral Ensemble	40	Student Government	16
Code of Conduct	18	Student Handbook	43
Committees and Chairs	62	Student Health Programs	24
Commuters	36	Student Legal Aid Center	20
Contracts	26	Student Life	14-20
Counseling Services	22	Tau Kappa Epsilon	39
Course Syllabi	61	Theatre	40
Credit/Non-Credit Option	61	Tutoring	24
Debate Team	40	University Hours	4,5
Delta Sigma Theta	39	University Policies	50-58
Delta Zeta	39	University Services	10,11
Disabled Student Services	22	Upward Bound	24
Et Cetera	43	Vocational Rehabilitation	24
Faculty Senate	62	Volleyball Schedule	64
Financial Assistance	46-49	Weather Policy	58
Food Services	26	Wellness Ways	43
Football Schedule	Calendar	Withdrawals	59,60
Fraternities	39	Women's Center	24
		WMJL	42
		WPBY TV	42
Grade Appeal	52		
Grades and Quality Points	61		
Graduate School	61		
Greek Affairs	14		
Greek Life	39		
Grievance Procedure	52		
Guidelines for Organizations	45		
HTL VIII Infection	10		
Hazing	53		
Health Service	11		
Holidays	26		
Housing-Family Students	26		
Information Page	2,3		
Intercollegiate Athletics	30		
Interfraternity Council	39		
International Students	22		
Intramural/Recreational Sports & Fitness	32		
Judicial Affairs	18		
Kappa Alpha Order	39		
Kappa Alpha Psi	39		
Lambda Chi Alpha	39		
Libraries	10		
Loss or Damage to Property	26		
Ms Quotes	43		
Memorial Student Center	38		
Minority Students Program	24		
Minority Expressions	43		
Music Department Concerts	40		
New Student Orientation	14		
Newman Center	38		
Non-Discrimination Policy	Inside Front Cover		
Off-Campus Housing	16		
Ombudsman	20		
On-Campus Residence Information	26		
Organizations	44		
Parthenon	43		
Panhellenic Council	39		
Pi Mu	39		
Phi Delta Theta	39		
Pi Kappa Alpha	39		
Pi Kappa Phi	39		
Psychology Clinic	11		
Psychological Emergencies	11		
Public Communications Policies	54		
Public Safety	10		
Publishing	43		

1988 SOCCER SCHEDULE

DATE	OPPONENT	SITE	TIME
AUG. 28	SCRIMMAGE-MARIETTA COLLEGE	HUNTINGTON, WV	TBA
SEPT. 6	*FURMAN UNIVERSITY	HUNTINGTON, WV	7:30 PM
SEPT. 10	MIAMI UNIVERSITY (OHIO)	OXFORD, OH	1:30 PM
SEPT. 14	MOREHEAD STATE UNIVERSITY	MOREHEAD, KY	7:00 PM
SEPT. 17	*THE CITADEL	CHARLESTON, SC	2:00 PM
SEPT. 18	TBA	AWAY	TBA
SEPT. 24	UNIVERSITY OF KENTUCKY	HUNTINGTON, WV	7:00 PM
SEPT. 28	VIRGINIA TECH	HUNTINGTON, WV	7:30 PM
OCT. 1	TENNESSEE TECH	HUNTINGTON, WV	2:00 PM
OCT. 5	OHIO STATE UNIVERSITY	COLUMBUS, OH	7:30 PM
OCT. 8	UNIVERSITY OF MARYLAND	BALTIMORE, MD	3:00 PM
OCT. 9	TOWSON STATE	BALTIMORE, MD	1:00 PM
OCT. 15	UNIVERSITY OF CHARLESTON	HUNTINGTON, WV	7:00 PM
OCT. 19	TRANSYLVANIA UNIVERSITY	LEXINGTON, KY	4:00 PM
OCT. 23	UNIVERSITY OF N. CAROLINA	ASHEVILLE, NC	2:00 PM
OCT. 26	WEST VIRGINIA UNIVERSITY	HUNTINGTON, WV	7:30 PM
OCT. 29	*APPALACHIAN STATE U	HUNTINGTON, WV	2:00 PM
NOV. 2	DENNISON UNIVERSITY	GRANVILLE, OH	3:00 PM
NOV. 5	VIRGINIA MILITARY	HUNTINGTON, WV	4:00 PM
NOV. 11-13	SOUTHERN CONFERENCE	TBA	

DATE	OPPONENT	SITE	TIME
SEPT. 8	MIDWAY COLLEGE AND BELLARMI COLLEGE	MIDWAY, KY	6:00 PM 7:00 PM
SEPT. 10	KENTUCKY WESLEYAN COLLEGE	HUNTINGTON, WV	11:00 AM
SEPT. 12	MOREHEAD STATE UNIVERSITY	MOREHEAD, KY	7:00 PM
SEPT. 14	XAVIER UNIVERSITY	CINCINNATI, OH	7:00 PM
SEPT. 17	*APPALACHIAN STATE U AND *FURMAN UNIVERSITY	HUNTINGTON, WV	1:00 PM 4:00 PM
SEPT. 23	*UT-CHATTANOOGA AT EAST TENNESSEE STATE	JOHNSON CITY, TN	TBA
SEPT. 24	*EAST TENN. STATE U AND *UT-CHATTANOOGA	JOHNSON CITY, TN	1:00 PM 3:00 PM
SEPT. 27	CAPITAL UNIVERSITY	COLUMBUS, OH	6:30 PM
SEPT. 30- OCT. 1	AKRON UNIVERSITY INVITATIONAL (CLEVELAND STATE, DAYTON, AKRON, YOUNGSTOWN, U OF MARYLAND & OHIO U)	AKRON, OH	TBA
OCT. 4	WEST VIRGINIA UNIVERSITY	HUNTINGTON, WV	6:00 PM
OCT. 8	*WESTERN CAROLINA U.	HUNTINGTON, WV	10:30 AM
OCT. 13	MIDWAY COLLEGE	HUNTINGTON, WV	6:30 PM
OCT. 15	*EAST TENNESSEE STATE U.	HUNTINGTON, WV	11:00 AM
OCT. 17	MOREHEAD STATE UNIVERSITY	HUNTINGTON, WV	7:00 PM
OCT. 21	WRIGHT STATE INVITATIONAL (U. OF TOLEDO, JAMES MADISON, DAYTON, AND WRIGHT STATE)	DAYTON, OH	TBA
OCT. 29	*WESTERN CAROLINA UNIVERSITY	CULLOWHEE, NC	1:00 PM
NOV. 4	*APPALACHIAN STATE	BOONE, NC	7:00 PM
NOV. 5	*FURMAN UNIVERSITY	GREENVILLE, SC	2:00 PM
NOV. 11-13	SOUTHERN CONFERENCE	CHATTANOOGA, TN	TBA

*DENOTES SOUTHERN CONFERENCE GAMES

1988 VOLLEYBALL
SCHEDULE

PLEASE NOTE THE LOCATIONS FOR SPORTS EVENTS....

BASKETBALL GAMES	HENDERSON CENTER
FOOTBALL GAMES	FAIRFIELD STADIUM
SOCCER GAMES	FAIRFIELD STADIUM
VOLLEYBALL GAMES	GULLICKSON HALL GYM

BUILDING KEY

The following abbreviations are sometimes used for the names of buildings mentioned in this handbook:

- BU Buskirk Hall
- CB Communications Building
- CC Community College
- CCC Campus Christian Center
- CH Corbly Hall
- CHH Cabell Huntington Hospital
- DMB Doctors' Memorial Building
- DMBA Doctors' Memorial Building Annex
- GH Gullickson Hall
- H Hodges Hall
- HC Henderson Center
- HH Harris Hall
- HOL Holderby Hall
- JH Jenkins Hall
- KA Keith Albee Theatre
- L Library
- LH Laidley Hall
- MEB Medical Education Building
- MSC Memorial Student Center
- N Northcott Hall
- OM Old Main
- OMA Old Main Auditorium
- OMB Old Main Basement
- PH Prichard Hall
- PSB Public Safety Building
- S Science Building
- SH Smith Hall
- SMB Sorrell Maintenance Building
- SMH Smith Music Hall
- SRH Smith Recital Hall
- TTE Twin Towers East
- TTW Twin Towers West
- VAH Veterans Administration Hospital

